

2019 Annual

Security & Fire Safety Report

TEXAS STATE TECHNICAL COLLEGE CAMPUSES

In compliance with the Jeanne Clery
Disclosure of Campus Security Policy
and Campus Crime Statistics Act.

Texas State Technical College is required to
distribute the following information to all current
and potential students and employees. Please take
a moment to read the following information. This
information is also available on the TSTC website:
tstc.edu/about/cleryreportcrimestatistics

tstc.edu



Security Report

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Message from the Police and Safety Commissioner

Welcome to TSTC!

As an organization, the TSTC Police Department commits to working continually to earn the confidence of the students, faculty, staff and visitors of TSTC — a confidence that will not be taken for granted. The department fulfills this commitment by providing the best and most professional services possible, by striving to build a culture of trust, and by open and honest dialogue with the community it serves and among the people it employs.

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act is the landmark federal law that requires colleges and universities across the country to disclose information about crime on campus and around their campuses. The “Clery Act” is named in memory of 19-year-old Lehigh University freshman Jeanne Ann Clery, who was sexually assaulted and murdered while asleep in her residence hall room in April 1986. For more information on the Clery Act, visit the U.S. Department of Education at <https://www2.ed.gov/admins/lead/safety/campus.html>.

The TSTC Police Department prepares this report to comply with the Clery Act. This report is prepared in cooperation with local law enforcement agencies in the area, Housing and Enrollment Management, additional security authorities and other departments that may have information necessary to comply with the Clery Act. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrests and referral statistics include those reported to the Campus Police, designated campus officials (including but not limited to Campus Security Authorities) and local law enforcement agencies. Crime statistics are collected from public property immediately adjacent to campus and all off-campus locations either owned or controlled by the college. A digital copy of this report may be downloaded from tstc.edu/about/cleryreportcrimestatistics, or you may obtain a hard copy at the following locations:

Abilene Campus
650 East Highway 80
2082 Quantum Loop
901 North 1st
1717 Navajo Trail
Abilene, Texas 79601

Breckenridge Campus
307 North Breckenridge
Breckenridge, Texas 76424

Brownwood Campus
305 Booker Avenue
Brownwood, Texas 76801

East Williamson County Campus
1600 Innovation Blvd (CR 108)
Hutto, Texas 78634

Fort Bend County Campus
26706 Southwest Freeway
Rosenberg, Texas 77471

Harlingen Campus
1902 North Loop 499
Harlingen, Texas 78550

Marshall Campus
2650 East End Boulevard
Marshall, Texas 75672

North Texas Campus
119 N. Lowrance Road
Red Oak, Texas 75154

Sweetwater Campus
300 Homer Taylor Dr.
Sweetwater, Texas 79556

Waco Campus
3801 Campus Drive
Waco, Texas 76705

Respectfully,

Aurelio Torres,
Police and Safety Commissioner

TSTC Emergency Telephone Directory

Emergencies

911

Abilene Campus

Abilene Police Department 325-673-8331

Taylor County Sheriff's Office 325-674-1300

Abilene Fire Department 325-676-6676

Breckenridge Campus

Breckenridge Police Department 254-559-2211

Stephens County Sheriff's Office 254-559-2481

Breckenridge Fire Department 254-559-6242

Brownwood Campus

Brownwood Police Department 325-646-2525

Brown County Sheriff's Office 325-646-5510

Brownwood Fire Department 325-646-6743

East Williamson County Campus

Hutto Police Department 512-846-2057

Williamson County Sheriff's Office 512-943-1100

Hutto Fire Department 512-759-2616

Fort Bend County Campus

Rosenberg Police Department 832-595-3700

Fort Bend County Sheriff's Office 281-341-4704

Rosenberg Fire Department 832-595-3600

Harlingen Campus

TSTC Harlingen Campus Police 956-364-4220

Cameron County Sheriff's Office 956-554-6700

Harlingen Police Department 956-427-8787

Department of Public Safety 956-565-6700

Harlingen Fire Department 956-216-5700

Student Housing 956-364-4235

Director of Housing 956-364-4236

Maintenance Services 956-364-4207

Marshall Campus

TSTC Marshall Campus Security (Contracted)	903-503-2256
Student Services	903-923-3313
Student Housing	903-923-3647
Director of Housing	903-923-3647
Maintenance Service	903-923-3332
Harrison County Sheriff's Office	903-923-4000
Marshall Police Department	903-935-4589
Department of Public Safety	903-935-5108
Marshall Fire Department	903-934-7800

North Texas Campus

Red Oak ISD Police Department	972-617-4607
Red Oak Police Department	972-617-7632
Ellis County Sheriff's Office	972-937-6060
Red Oak Fire Department	972 617-2143

Sweetwater Campus

TSTC Sweetwater Campus Police	325-235-7400
Student Services	325- 235-7396
Director of Housing	325- 235-7368
Maintenance Service	325- 235-7380
Nolan County Sheriff's Office	325-235-5471
Sweetwater Police Department	325-236-6686
Department of Public Safety	325- 235-1342
Sweetwater Fire Department	325- 235-4304

Waco Campus

TSTC Waco Campus Police	254-867-3690
Student Services	254-867-2005
Director of Housing	254-867-3824
Maintenance Service	254-867-3710
McLennan County Sheriff's Office	254-757-5000
Waco Police Department	254-750-7500
Department of Public Safety	254-759-7100
Waco Fire Department	254-750-1740

Preparing the Annual Security Report

It is the policy of Texas State Technical College (TSTC) to comply with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) by preparing this report in compliance with the law.

This report includes crime, arrest and referral statistics for the previous three years concerning reported crimes that occurred on campus and on any public property within or immediately adjacent to and accessible from the campus.

The report also includes institutional policies concerning campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault and other matters required by law. This report is made available to all members of the TSTC community and the public.

You may also view the TSTC Statewide Operating Standard ES 3.10 (Student Right-to-Know, and Campus Security Act and Annual Fire Safety) at: www.tstc.edu/governance/es.

Report Notifications

By October 1 of each year, an Annual Security Report (ASR) will be prepared and published by TSTC and distributed to all employees and students at its locations, with a copy sent to the Vice Chancellor and Chief Legal Officer & General Counsel. This report shall contain the elements specified by the Student Right-to-Know and Campus Security Act (Public Law 101-542) as amended by the Higher Education Technical Amendments of 1991 (Public Law 102-26) and the Higher Education Amendments of 1992 (Public Law 102-325), amended Public Law 101-542, and the Violence Against Women Reauthorization Act of 2013 (Public Law 113-4).

For further information about the TSTC Police Department or the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, you can view the TSTC Police Department website located at www.tstc.edu/about/clery or by contacting one of the three TSTC Police Departments.

This information is also available at the TSTC Human Resources division.

In addition to this report, TSTC campuses maintain a daily log of crimes reported on the TSTC campuses. It is available for review at each campus or at the respective TSTC Police Department.

You may view the TSTC Statewide Operating Standard ES 3.10 (Student Right-to-Know, and Campus Security Act and Annual Fire Safety) at: www.tstc.edu/governance/es.

TSTC Police Jurisdictional Enforcement and Arrest Authority

All TSTC Campus Police Officers operate under the authority of article 51.203 of the State of Texas Education code, are armed and have complete police authority to apprehend and arrest anyone involved in illegal acts in all counties where property is owned, leased, rented or otherwise under the control of TSTC.

Investigations may lead to the arrest of suspects, recovery of lost/stolen property and clearance of suspects of any wrong action, or recommendation and action to improve the safety of the college community.

The TSTC Campus Police Department is linked to city, county, state and federal criminal justice agencies. This relationship provides access to criminal records, wanted persons, stolen property and vehicle information. All crimes reported to the TSTC Campus Police Department are investigated and are referred for prosecution through the office of the District or County Attorney when appropriate. Criminal matters involving students may also be referred to the college administration for disciplinary action.

TSTC Campus Police Officers are certified by the Texas Commission on Law Enforcement and meet the established training requirements of the state of Texas.

Monitoring Off-Campus Activities

TSTC does not have any off-campus student organizations, although the TSTC Campus Police Department does monitor off-campus sponsored events and property that is leased, rented or otherwise under the control of TSTC.

In addition, when a TSTC student is involved in an off-campus offense, TSTC Campus Police Officers may assist with the investigation, in cooperation with local, state or federal law enforcement. TSTC Campus Police Officers can and do respond to student-related incidents that occur in close proximity to campus. TSTC Campus Police Officers have direct radio communications with city police, fire department and emergency medical services to facilitate rapid response in any emergency situation.

Working Relationship with State and Local Police

The TSTC Campus Police Departments maintain a highly professional working relationship with local, county, state and federal criminal justice agencies.

These working relationships include both written and informal agreements to provide campus security for the following TSTC campuses that do not have a dedicated TSTC Campus Police Department: Abilene, Breckenridge, Brownwood, Fort Bend County, Marshall, North Texas and Williamson County. The agreements are further

reinforced through periodic communications among agency administrators and frequent contacts between line officers and investigators cooperating on specific cases.

All crime victims and witnesses are encouraged to immediately report the crime to a TSTC Campus Police Department or the appropriate local police agency.

Emergency Notification and Evacuation Procedures



It is the policy of Texas State Technical College (TSTC) to comply with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)

by issuing timely warnings and emergency notifications in compliance with the law.

You may also view the TSTC Statewide Operating Standard GA 1.6.11 (Timely Warnings & Emergency Notifications) at: www.tstc.edu/governance/ga.

TSTC has implemented a comprehensive notification system to provide prompt warning notifications and alerts of emergencies or threats to the campus community using a variety of methods, including but not limited to email notices; phone, cellular phone and text messages; emergency siren system; posters; college website notices; television; radio; and other methods.

The Chief of Campus Police, the Provost or a designee will notify the campus community of emergencies or crimes that have occurred and necessitate caution, evacuation or other action on the part of students, employees and campus visitors. The campus community will be "immediately" notified upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus unless the notification will compromise efforts to:

- Assist a victim.
- Contain the emergency.
- Respond to the emergency.
- Otherwise mitigate the emergency.

Who will be notified?

Given the size of our campuses, every member of the campus community will receive notifications when they are warranted, regardless of the location of the incident. While an incident may be contained within a specific segment of the campus, we feel that notifying everyone enables every person the opportunity to make appropriate decision to protect themselves. In the event a notification is necessary, the TSTC Police Department, with input from designated Campus Administrators will determine the content of the notification. At a minimum, each notification will describe the nature of the emergency and steps the campus community should take to protect itself.

An **Emergency Notification** is triggered by an event that is currently occurring on, or is an imminent threat to, the campus.

In the event of an actual emergency, the TSTC Police Department or other designated Campus Administrator will notify the TSTC Strategic Communications Department (STRATCOM) to publish a warning or notification utilizing the Emergency Notification System (ENS). This system will provide prompt warning notifications and alerts of emergencies or threats to the campus community using a variety of methods, including but not limited to email notices and phone, cellular phone and text messages. In addition, STRATCOM will also employ the emergency siren system (if available), campus posters, college website notices and other methods of notification.

Confirmation of Emergency

The TSTC Police and, when applicable, designated Campus Administrators will confirm the weather-related emergency situations by monitoring weather information put out by local and national organizations, and through witnessing firsthand a weather emergency (i.e., a tornado has been spotted). For other emergencies such as fire and imminent criminal threats, TSTC will assume any report made directly to the Campus Police Department or any local law enforcement agency to be creditable and will act under the assumption that the reports are accurate.

Disseminating Information to the Larger Community

Members of the larger community who are interested in receiving information about emergencies on campus should sign up for the emergency text message system and monitor local television news reports.

Procedures for Testing Emergency Response and Evacuation

The TSTC Police Department, designated Campus Administrators and TSTC STRATCOM are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. TSTC conducts emergency response exercises each year such as tabletop exercises, field exercises and tests of the ENS on campus.

In the event of a major incident, the TSTC Police Department officers and their supervisors have received training in the National Incident Management System (NIMS) Incident Command System for responding to critical incidents on campus. First responders to the campus are usually the TSTC Police, local fire department and emergency medical services (EMS). Depending on the severity and nature of the incident, other state and federal agencies could be involved. The specific organizational structure established for any given incident would be based upon the management needs of the incident. If one individual can simultaneously manage all major functional areas, no further organizational expansion is required. If one or more of the incident areas requires independent

management, an individual is named to be responsible for that area.

Evacuation drills for residential facilities and housing are coordinated by the campus Director of Student Housing, while campus safety officers coordinate evacuation drills for administrative facilities and classrooms. Drills are performed each semester for all residential and administrative facilities present on campuses. Thus, the emergency evacuation procedures are tested at least three times each year.

Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. TSTC does not tell residents in advance about the designated long-term evacuations because those decisions are affected by the time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, TSTC Police, Student Housing and TSTC staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of the drills is to prepare building occupants for an organized evacuation in case of an emergency. At TSTC, evacuation drills are used as a way to educate and train occupants on issues specific to their facility. During the drill, occupants "practice" drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides TSTC an opportunity to test the operation of the emergency system components and to document the results. Any deficient procedures or equipment is noted so that appropriate solutions and repairs can be performed. Students receive emergency information and procedures during their drill meetings. Additionally, students are provided promotional materials titled "Have an Exit Strategy" that are developed by the Texas State Fire Marshal's Office.

In an emergency situation, time is of the essence. **Dial 911** to report all emergencies.

Evacuation Steps

Students, faculty and staff should follow the steps below when evacuating buildings:

1. Evacuate when prompted by continually sounding fire alarms or by an official announcement.
2. Be aware of and make use of designated primary and alternate evacuation routes.
3. Close classroom or office doors as you leave.
4. Leave the building in an orderly manner without rushing or crowding; do not use the elevator.

5. Provide aid to those who need it in an emergency evacuation situation.
6. Be aware of and follow instructions given by TSTC Police and other officials. You may be asked to proceed on foot to designated areas or evacuate the campus entirely.
 - a. Always evacuate crosswind and/or upwind away from any emergency by a safe route.
 - b. Evacuate to at least 300 feet from the building and out of the way of emergency vehicles.
7. Report to emergency responders any individuals who have been injured or left behind.
8. Do not re-enter the building until "all-clear" is given by official announcement.

What is an evacuation emergency?

In most cases, evacuations apply only to the buildings that are immediately affected. In some cases, such as local terrorism, flooding or earthquake, the evacuation could apply to the entire campus. Some potential causes for emergency evacuations may include but are not limited to a major fire or explosion, hazardous materials release, chemical/biological/radiological spill, structural failure, asbestos release, bomb threat, weapons, or an aircraft collision with a building.

Severe or Inclement Weather Procedures



Students, faculty and staff should follow the procedures below in the event of a severe or inclement weather warning:

1. Seek shelter immediately in designated areas.
2. If you're inside a building:
 - a. Go to the lowest level of the building, if possible.
 - b. Stay away from windows.
 - c. Go to an interior hallway.
 - d. Use arms to protect head and neck in a "drop and tuck" position.
3. If there is no time to get inside:
 - a. Lie in a ditch or low-lying area or crouch near a strong building.
 - b. Be aware of potential for flooding.
 - c. Use arms to protect head and neck in a "drop and tuck" position.
 - d. Use jacket, cap, backpack or any similar items, if available, to protect face and eyes.

Seeking Shelter: Tornadoes

In the event of a tornado watch or warning, students, faculty and staff should take the following steps.

If a tornado is sighted near the college:

1. Dial 911 to report a tornado sighting to the TSTC Police or local law enforcement.

2. Seek safe shelter inside a building, in a ditch or beside an embankment.

If a tornado is imminent and near you:

1. Use interior hallways away from building's exterior windows as a tornado shelter.
 - a. Close all doors to rooms with exterior windows.
 - b. Avoid all windows and other glassed areas.
 - c. Avoid the most dangerous locations of a building, usually along south and west sides and at corners.
2. Protect yourself by going into a "drop and tuck" position.

Hazardous Material Release Procedures

Students, faculty and staff should observe the following steps in the event of a hazardous material release on campus:

1. You will receive a shelter-in-place announcement.
2. Immediately move indoors.
3. Close all windows and doors to shelter and seal as best you can, using towels, clothes or paper.
4. If there appears to be air contamination within the shelter, place a paper mask, wet handkerchief or wet paper towel over the nose and mouth for temporary respiratory protection.
5. Continue to follow the instructions given by the response authorities.

When else is it important to seek shelter?

The procedures described above for tornados and hazardous material releases are known as "shelter-in-place" procedures.

Sheltering-in-place is the use of any classroom, office or building for the purpose of providing temporary shelter. Shelter-in-place procedures are internationally recognized as standard practices of providing shelter for any of the following reasons: a chemical truck overturning, tornado, chemical train derailment, chemical facility accident, pipeline rupture, terrorist attack, release of biological agents, release of chemical agents, drilling accident or other hazardous/radiological material releases.

Timely Warnings

In the event that a situation arises that constitutes an ongoing or continuing threat to safety, as determined by the TSTC Chief of Police or designated official, a campus-wide "Timely Warning/Safety Alert" will be issued. You may also view the TSTC Statewide Operating Standard GA 1.6.11 (Timely Warnings & Emergency Notifications) at: www.tstc.edu/governance/ga.

Timely warnings are triggered by crimes that have already occurred but represent an ongoing threat.

If the police are searching for a particular person in relation to a criminal act, a Police Crime Alert will be issued that will include general information about the person sought and a possible photograph. This crime alert will clearly state if the person is a "high or low risk" individual.

The warning may be issued through the TSTC Emergency Notification System (ENS), TSTC email system, announcement or posted fliers. Members of the community who have knowledge of a crime are encouraged to report the incident as soon as possible to college administrators so that the appropriate type of alert can be issued, if warranted.

If the situation is a general risk (no physical harm is involved) and only affects a certain area of the campus, a "Zoned Warning" will be implemented that will consist of posters or fliers within the affected area. Anyone with information warranting a timely warning should report the circumstances to the TSTC Police Department.

(See TSTC Emergency Telephone Directory on pages 4–5 for appropriate contact information.)

Crime Log

The TSTC Police or Security Department maintain a crime log that includes summary information about crimes reported. Crime log entries include all crimes, not just Clery Act crimes, reported to the Campus Police or Security Department for that geographic location.

An entry, an addition to an entry or a change in the disposition of a complaint must be recorded within two business days of the reporting of the information to the TSTC Police Department or Security Department. Also, log entries older than 60 days can be obtained by request within two business days of request.

Missing Student Notification



If a member of the TSTC community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the TSTC Police Department or a Campus Security Authority.

(See TSTC Emergency Telephone Directory on pages 4–5 for appropriate contact information.)

TSTC Police will generate a missing person report and initiate an investigation. After investigating the missing person report, should the TSTC Police confirm that the student is and has been missing for more than 24 hours, TSTC Police will notify the student's emergency contact or confidentially identified individual no later than 24 hours after the student is determined to be missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify, confidentially, an individual to be contacted by TSTC in the event the student is determined to be missing for more than 24 hours. On-campus students may also contact the campus Office of Student Housing.

Whether or not a student has designated an emergency contact person to be notified, if a student is less than 18 years old and is not an emancipated individual, federal law requires that TSTC notify a parent or guardian within 24 hours of the determination that the student is missing.

Security and Access to Campus Facilities



In accordance with Texas Education Code 51.204, it is unlawful for any person to trespass on the grounds of any Texas state institution of higher education or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses or flowers on the grounds. Furthermore, TSTC may refuse to allow persons having no legitimate business to enter on property under the board's control and may remove any person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the College property (Texas Education Code 51.209). During college business hours, TSTC is open to students, faculty, staff and visitors. TSTC employees are also allowed into buildings after hours, on weekends and during holidays. During non-business hours, access to any TSTC building and facility is by key access in accordance to TSTC SOS GA 4.8 Facilities Access Control. Authorized TSTC employees are not allowed to admit unauthorized individuals to enter the building after business hours. In case of periods of extended closing, TSTC security will admit only TSTC personnel with keys and proper identification.

As a means of crime prevention, the TSTC Police may request to see a TSTC Identification Badge. Upon this request, a TSTC Identification Badge must be produced. If a person does not have valid TSTC Identification or authorized access, the TSTC Police will request the person to leave the premises immediately. Some TSTC facilities may have varied hours of operation.

In these cases the facilities will be secured according to their posted schedules. The TSTC departments with varied hours will be responsible for securing their facilities individually. Emergencies may necessitate changes or alterations to the building's posted opening and closing schedules.

TSTC campus housing facilities are secured through a specialized mechanical key process that is issued only by the campus Office of Student Housing.

TSTC Police personnel closely monitor all campus lighting in student housing areas and security related maintenance

problems, reporting their findings to the appropriate TSTC official. Routine police "campus checks" are performed in student housing areas, and if necessary, officers will stand by until the problem is corrected.

Crime Prevention Programs

Every semester, the TSTC Police Departments promote crime prevention and safety awareness programs through the distribution of materials, posters and presentations geared toward familiarizing students, faculty and staff with their responsibility in reducing crime and practicing personal safety at TSTC. Please help protect your property by the following methods:

- Close and lock your door when you leave your residence or office.
- Be an active participant in "Operation Identification."
- Promptly report the presence of suspicious activity or strangers.
- Be more aware of your surroundings in your daily activities. We would much rather receive a call and determine later that there was no problem than not to be informed when a crime is being committed.
- Do not leave your property (backpacks, textbooks, wallet, purse, etc.) unattended and unsecured while attending class or other activity.

Programs Offered:

Have an Exit Strategy

"Have an Exit Strategy" is a concentrated effort to educate Texans, educators and Texas business owners about simple fire safety rules and to ensure that all properties have clearly marked and freely accessible exits.
www.haveanexitstrategy.com.

Operation Identification

This is an ongoing program that involves the engraving of students' valuable personal items with a driver's license number or other personal identification number. Once you have gathered this information, secure it in a safe place so that if you are victimized this information can be entered in the state and national database of stolen property.

Community-Oriented Policing

The TSTC Campus Police, with the assistance of other campus departments, sponsors the annual National Night Out event. National Night Out is designed to heighten crime and drug prevention awareness; generate support for, and participation in, local anticrime programs; strengthen the college community spirit and police partnerships; and send a message to criminals letting them know that the college community is organized and fights back.

Safety Escort Program

On-campus safety escorts are provided, 24 hours a day, seven days a week. Per request, a TSTC Campus Police Officer will provide a safety escort.

(See TSTC Emergency Telephone Directory on pages 4–5 for appropriate contact information.)

CRASE

The Civilian Response to Active Shooter Events (CRASE) course, designed and built on the Avoid/Run, Deny/Hide, Defend/Fight strategy developed by ALERRT in 2004, provides strategies, guidance and a proven plan for surviving an active shooter event. Topics include the history and prevalence of active shooter events, the role of professional guardians, civilian response options, medical issues and drills.

Lost & Found

Lost and found items are turned over to the Campus Police Department or campus official, who will make every effort to return the items to the owner. If an owner cannot be contacted, the property will be held for 30 days; after 30 days unclaimed property will be disposed of at the discretion of the campus Chief of Police or other designated campus authority. tstc.edu/about/lostandfound

Crime Reporting Policies and Procedures

All persons who reside, work, attend college or visit any TSTC campus are responsible for protecting their own property and should take appropriate measures in preventing losses. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the student dorms should be reported to the TSTC Police Department. The TSTC community is encouraged to report all crimes and public safety-related incidents to the TSTC or local police department in a timely manner to aid in preventing and detecting crime.

This publication contains information about on-campus and off-campus resources. That information is made available to provide TSTC community members with specific information about the resources that are available in the event they become a victim of a crime.

We cannot overemphasize the importance of prompt and accurate reporting of crime. If a crime is not reported promptly, evidence can be destroyed or the potential to apprehend a suspect could be lost. All crimes, emergencies and safety concerns should be reported to the TSTC Police Department or Campus Security Authority to ensure inclusion in the annual crime statistics report.

(See TSTC Emergency Telephone Directory on pages 4–5 for appropriate contact information.)

Campus Security Authorities (CSAs)

A Campus Security Authority (CSA) is required to report all allegations to law enforcement personnel, even if the CSA was told of a crime in the context of providing emotional support or health care support. The allegations will be reported whether or not the victim chooses to file a report with law enforcement or to press charges. A CSA is not responsible for determining whether a crime took place as that is the function of law enforcement and its investigatory process. A CSA may also provide a victim or witness with assistance in reporting a crime to the TSTC Police or to any official or office that should be informed of the crime or complaint.

The following are defined as Campus Security Authorities by the U.S. Department of Education and the Jeanne Clery Act:

- All members of a campus police department or a campus security department of an institution.
- Any individual or individuals of an institution who have significant responsibility for student and campus activities, including but not limited to student housing, student discipline and campus judicial proceedings.
- A director of athletics, team coach or faculty advisor to a student group also has significant responsibility for student and campus activities.

The following is a list of some of the designated TSTC CSAs per campus:

Abilene

Rick Denbow	Provost
Kim Porter	VP Sales
Lance Eastman	VP Student Learning
Forrest McMillan	Campus Enrollment Executive II
Christina Hollis	Exec. Director of Instructional Support
Michael LeRoux	Coordinator of Retention Services
Amy Buchanan	Counselor
Annette Collins	Veterans Program Officer
Maria Herrera	Enrollment Coach II
Jennifer Jenson	Enrollment Coach I
Kay Johnson	Enrollment Coach II
Erin Wilhite	Enrollment Coach I
Joni Coons	Coordinator II
Helen Lopez	Staff Assistant
Jennifer Ryan	Assistant Director
Lori Blake	Enrollment Coach II
Rikki Spivey	Enrollment Coach II

Griselda Sanchez	Coordinator II	East Williamson County	
Susan Hash	Testing Administrator II	Edgar Padilla	Provost
Jennifer Herrera	Assistant Director, Student Resource Center	Robbin Ray	Center Director, Temple College
Todd Colton	Maintenance Supervisor/ ADSO	Shelia Bullock	Office Manager
Jolynn Hightower	Student Advisor	Patricia Goel	HR-Business Partner
Dennis Hayes	Student Advisor	Vacant	Director of Student Services
Jonathan Westra	TSTC Campus Police	Michael Smith	Field Development Officer
Carminia Del Toro	HR-Business Partner	Melissa Morman	Coordinator of Student Recruitment
Breckenridge		Chemese Armstrong	Campus Enrollment Executive
Rick Denbow	Provost	Abby Flores	Enrollment Coach II
Debbie Karl	Executive Director	Megan Redmond	Enrollment Coach II, Student Resource Center
Michael LeRoux	Coordinator of Retention Services	Federico Pena	Executive Director, Student Resource Center
Lisa Langford	Enrollment Coach I		
Cassandra Love	Enrollment Coach I	Fort Bend County	
Amy Buchanan	Counselor	Randy Wooten	Provost
Vernon Akins	Maintenance Supervisor/ ADSO	Brian Bowling	Associate Provost of Student Learning
Teresa Purcell	Student Advisor	Toni Lerch	HR-Business Partner
Kathy Taylor	Student Advisor	Georgeann Calzada	Campus Enrollment Executive I
Carminia Del Toro	HR-Business Partner	Robbie Robinson	Coordinator, Retention Services
Brownwood		Roxanne Torrens	Customer Service Specialist
Rick Denbow	Provost	Christina Vargas	Assistant Director, Enrollment Management
Michael LeRoux	Coordinator of Retention Services	Tracey Clayton	Enrollment Coach I
Teresa Phillips	Enrollment Coach I	Tamara Lair	Enrollment Coach II
Kimberly Carroll	Enrollment Coach I	Tammy Preston	Enrollment Coach II
Joselina York	Enrollment Coach I	Melanie Pruett	Enrollment Coach II
Amy Buchanan	Counselor	Vacant	Financial Aid Specialist
Maria Raquel Mata	Campus Academic Manager/ Senior Instructor	Mara Hartsell	Success Coach II
Lorie Dixon	Billing/Accounting Assistant	Spencer Paige	SkillsUSA Advisor
Tim Rudloff	Maintenance Supervisor/ Additional Duty Safety Officer	Christina Vargas	Assistant Director, Enrollment Management
Renee Blackshear	Instructor/Student Advisor	Vacant	Success Coach I
Elizabeth Jones	Instructor/Student Advisor	Deanna Davis	PTK Advisor
Nina York	Enrollment Coach	Ryan Hill	Cyber Security Club Advisor
Carminia Del Toro	HR-Business Partner	Lance Hendrick	Testing Administrator
		Vacant	Support Services Coordinator

Harlingen		Delia Salazar	Senior Staff Assistant
Cledia Hernandez	Provost	Ricardo Trevino	Assistant Director, Enrollment
Aurelio Torres	TSTC Campus Police	Mary Leija	Enrollment Coach I
Antonio Hernandez	TSTC Campus Security	Larry Montalvo	Enrollment Coach I
Eduardo Becerra	TSTC Campus Police	Nora Ramirez	Enrollment Coach II
Eduardo Patino	TSTC Campus Police	Ivanna Rodriguez	Enrollment Coach II
Gloria Ruiz	TSTC Campus Police	Sally Rodriguez	Enrollment Coach II
Emma Hernandez	TSTC Dispatcher	Melissa Villarreal	Enrollment Coach I
Cynthia Handy	TSTC Dispatcher	Elizabeth Zuniga	Enrollment Coach I
Walberto Villarreal	TSTC Campus Police	Amanda Sandoval	Assistant Director, Records Processing
Joe Rodriguez	TSTC Campus Police	Robert Foshie	Executive Director, Enrollment
Michael Salinas	TSTC Campus Police	Llesmin Gonzalez	Assistant Director III
Juan Munoz	TSTC Campus Police	Erica Gonzales	Testing Administrator II
Paula Arredondo	Executive Registrar	Katie Infante	Testing Administrator I
Christine Stuart-Carruthers	Associate Vice Chancellor, Enrollment Management	John Mena	Testing Administrator I
Adele Clinton	Executive Director, Retention Services	Melissa Aleman	HR-Business Partner
Jonathan Eichten	Campus Enrollment Executive	Julie Gonzales	HR-Business Partner I
Anna Cortez	Assistant Director, Student Resource Center	Edda Urrea	Senior Executive Director, of Talent Management
Jessica Cordova	Enrollment Coach III, Student Resource Center	Yvette Garza	Director, Family Housing
Eric Galvan	Enrollment Coach II, Student Resource Center)	Andrea Salas	Staff Assistant, Housing
Elma Gomez	Enrollment Coach II, Student Resource Center	Maria Araujo	Community Assistant
Luis Mascorro	Enrollment Coach III, Student Resource Center	Alex Moya	Community Assistant
Jesus Robles	Enrollment Coach II, Student Resource Center	Arnold Garza	Community Assistant
Maximo Salazar	Enrollment Coach II, Student Resource Center	Sebastian Morgado	Community Assistant
Rebecca Davila	Executive Assistant	Vacant	Community Assistant
Corina de la Rosa	Coordinator II	Raul Montoya	Community Assistant
Patty Flores	Coordinator II	Enrique Carrillo	Safety, Health and Environmental Affairs Officer
Alejandro Galan	Counselor)	Daisy Avalos	Student Advisor/ Placement Officer
Jose Garza	Coordinator I, Intramural Programs/Student Advisor	David Casanova	Student Advisor
Denice Molina	Student Leadership Coach	Elizabeth Martinez	Student Advisor
Janette Gomez	Community Standard Liaison	Emma Creps	Student Advisor
Steve Guevara	Director III, Veteran Services	Heather Saucedo	Student Advisor
Jose Villegas	Veterans Program Officer	Isaac Gonzalez	Student Advisor
Larissa Moreno	Coordinator II	Jesus Herrera	Student Advisor
Belinda Palomino	Coordinator II	Jose Vasquez	Student Advisor
		Leo Guajardo	Student Advisor
		Lucretia Human	Student Advisor

Mary Hollmann	Student Advisor	Tara Odom	Campus Enrollment Executive I
Norma Colunga-Hernandez	Student Advisor	Caroline Munoz	Enrollment Coach I
Ray Longoria	Student Advisor	Brenda Starrett	Customer Service Specialist
Robert Sanchez	Student Advisor	Thomas Betik	Facilities Supervisor
Sammy Gavito	Student Advisor	Sweetwater	
Yolanda Ramirez	Student Advisor	Brock Carter	TSTC Campus Police
Max Salazar	Success Coach	Billy Spears	TSTC Campus Police
Marshall		Jeffery Miller	TSTC Campus Police
TSTC Campus Security		Clifford Carnathan	TSTC Campus Police
Carl Bice	Security Supervisor	Kody King	TSTC Campus Police
Robert Dinnfing	Security Officer	Lupe Deloera	HR Business Partner
Robert Stoker	Security Officer	Rick Denbow	Provost
Kevin Justice	Security Officer	Joni Coons	Wellness Coordinator
Louis Hardt	Security Officer	Michael LeRoux	Coordinator of Retention Services
Bart Day	Provost	Mayra Juarez	Assistant Director, Enrollment
Tiesha Alston	Coordinator II	Sandra Ortega	Enrollment Coach II
Jason Beach	Enrollment Coach III	Kathrine Polnack	Enrollment Coach I
Angela Bross	Counselor	Grace Grimaldo	Enrollment Coach I
Kristy Burrow	Customer Service Specialist	Lisa Langford	Enrollment Coach I
Jennifer Carpenter	Enrollment Coach II	Cassandra Love	Enrollment Coach I
Dusty Collins	Veterans Program Officer	Amy Buchanan	Counselor
Felicia Pruitt	Enrollment Coach II	Patricia Carpio	Testing Administrator II
Terri Wiley	Enrollment Coach I	Carminia Del Toro	HR Business Partner
Danyelle Jackson	Testing Administrator III	Amy Buchacan	Counselor
Josh Stampley	Safety Officer	Griselda Sanchez	Community Standards Liaison/WTX
Wayne Dillon	Facilities Supervisor/ Safety Officer	James Spivey	Maintenance Supervisor
Vacant	Instructor, PTK Advisor	Lupe Navarrette	Director of Housing
Felicia Douglas	PTK Advisor	Benjamin H. McAdams	Residential Advisor, B-1
Vacant	Tech Club Advisor	Jeremiah K. McAdams	Residential Advisor, B-1
Jamee Quaid	HR Business Partner	Justin Evans	Residential Advisor, B-1
Hubert Staten	Director of Housing and Student Life & Engagement	Elizabeth Guavara	Residential Advisor, D-1
Sergio Cabrera	Resident Advisor	Dalton M. Vann	Residential Advisor, E-1
Keith Ritter	Resident Advisor	Tanner Underwood	Residential Advisor F-1
Corey Lotkowski	Resident Advisor	Jose Esquivel	Residential Advisor, G-1
Jose Jimenez	Resident Advisor	Sharon Zetzman-Sparks	Student Advisor
North Texas		Mark Koslan	Student Advisor
Marcus Balch	Provost		
Amanda Oswalt	Human Resources Manager		
John Sargent	Safety Officer		

Waco		Lucy Price	Enrollment Coach III, Student Resource Center
Brian Davis	TSTC Campus Police	Sherry Thompson	Enrollment Coach II, Student Resource Center
Craig Lampe	TSTC Campus Police	Marilyn Harren	Director
Landon Rowell	TSTC Campus Police	Steven Tanton	Director, Testing Services
Marcus Woods	TSTC Campus Police	Jennifer Foster	Learning Disabilities Specialist
Jennifer Alsip	TSTC Dispatcher	Shelley Hall	Senior Staff Assistant
Melissa Kubitzka	TSTC Dispatcher	Jenny Rowe	Community Standard Liaison
Kelsie Triplett	TSTC Campus Police	Dar Klontz	Veteran Programs Administrator
Roman Proctor	TSTC Campus Police	Denise Ragsdale	Success Coach
Roy Luna	TSTC Campus Police	Patricia Ortiz	Success Coach
Adam Hutchison	Provost	Carolyn Plant	Veterans Program Officer
Jason Mallory	Director, Internal Audit	Colby Walters	Counselor
Pamela Mayfield	Associate Vice Chancellor Human Resources	Michelle Rachels	Director I
Amanda Oswalt	HR Business Partner	Lisa Listach	Coordinator II, Student Life
Kori Miller	HR Business Partner	Edward Mesina	Student Leadership Coach
Kelly Contella	Senior Executive Director, of Talent Management	Misty Kaska	Coordinator II
Jenny Rowe	Community Standards Liaison	Pam Hunter	Assistant Director III
Lisa Listach	Coordinator II, Student Life	Karen Armstead	Testing Administrator III
Michelle Rachels	Director, Student Life	Wilson Boggess	Testing Administrator III
Jackie Adler	Executive Director	Angela Evilia	Assistant Director, Student Resource Center
Michelle Gonzalez	Assistant Director, Enrollment	Beth Holquin	Manager, Instructional Administration
Breanna Frenzel	Enrollment Coach I	Kacey Darnell	Director, Career Services
Dominique Harrison	Enrollment Coach I	Peter Collier	Career Services Associate
Meredith Kroll	Enrollment Coach II, Enrollment	Michelle Gonzalez	Assistant Director, Enrollment
Verna Lastrapes	Enrollment Coach II, Enrollment	Al Culp	Master Instructor
Audra Lewallen	Enrollment Coach II	Daniel Koyuncuoglu	Simulator Specialist
Olivia Loredo	Enrollment Coach I	Pedro Ledesma	Instructor
Vanessa Nelson	Enrollment Coach II	Courtney Moltzer	Counselor
Denise Ragsdale	Enrollment Communication Specialist	Robert Mollohan	Veteran Services Representative
Angela Evilia	Assistant Director, Student Resource Center	Andrew Tesar	Simulator Specialist
Melinda Calvillo	Enrollment Coach II, Student Resource Center	Lora Sims	Senior Staff Assistant
Aaron Hallcroft	Enrollment Coach II, Student Resource Center	Stephen Tanton	Director III, Testing Center
Gage Lancaster	Enrollment Coach II, Student Resource Center	Angel Newhart	Air Race Club
Patricia Ortiz	Enrollment Coach III, Student Resource Center	Brandi Blahuta	Drafting Club
		Casey Jones	Student Game Development Club

Vacant	SATCA
Garrett Seeley	BET/HME
Gary Greener	SkillsUSA Diesel Club
J. Washington	SkillsUSA Bridging the GAP
James Matus	SkillsUSA
Jennifer Piper	Visual Arts Society
Jerome Mendias	Beta Gamma Tau
Lester Bowers	CERT
Jacob Navar	Health Physics Society
Marta Getman	Phi Theta Kappa
Stacie Buterbaugh	Visual Arts Society
Richard Hewgley	Alpha Eta Rho
Steven Betros	ANIME
Susie Watkins	SkillsUSA Bridging the GAP
Terry Hedrick	ASSE
Lester Bowers	CERT Club
Patti Tate	EHS
Jeremiah Bland	Director of Housing
Lisa Huffines	Coordinator, Campus Living
Cindy Dulock	Housing Rental Rep.
Brian Cole	General Manager, Village Oaks
Lisa Dumlao	Assistant General Manager, Village Oaks
Crystal Vela	Assistant Director of Residence Life, Village Oaks
Erica Mann	Director of Leasing, Village Oaks
David Ward	Resident Assistant, Campus Living
Joshua Wolf	Resident Assistant, Campus Living
James Jordan	Resident Assistant, Campus Living
Micha Washington	Resident Assistant, Campus Living
Stephanie Stanski	Resident Assistant, Campus Living
Blake Armstrong	Resident Assistant, Campus Living
Alex Skipworth	Resident Assistant, Campus Living
Kolby Barsy	Resident Assistant, Campus Living
Ty James	Resident Assistant, Village Oaks

Andrian Minor	Resident Assistant, Village Oaks
Jasmine Burkes	Resident Assistant, Village Oaks
Sam Bickham	Resident Assistant, Village Oaks
Dylan Turner	Resident Assistant, Village Oaks
Matthew Hall	Resident Assistant, Village Oaks

Confidential Reporting Procedures

The TSTC Police Department encourages anyone who is a victim or witness to a crime to promptly report the incident either to the TSTC Campus Police or a CSA. If you are the victim of a crime and do not want to pursue action with either the TSTC Campus Police Department or criminal justice system, you may still want to consider making a confidential report with a CSA.

Crimes may also be reported online at:
tstc.edu/about/reportacrime.

The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to ensure the future safety of yourself and others.

With such information, TSTC can keep an accurate record of the number of incidents involving students; determine where there is a pattern of crime with regard to a particular location, method or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Drug and Alcohol Policy Statement

It is the policy of TSTC that drug-free campus and workplace conditions be maintained. No students on campus and no employees at any work station shall unlawfully manufacture, distribute, dispense, possess or use on or at the campus/workplace any narcotic drug, alcohol, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance, as defined in schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C 812) and as further defined by regulations at 21 CFR 1300.11 through 1300.15.

You may also view the TSTC Statewide Operating Standard ES 3.08 (Drug-Free Schools & Campuses and Work Place) at:
www.tstc.edu/governance/es.

Students violating any provision of the drug and alcohol policies are subject to disciplinary sanctions ranging from a warning to expulsion, in some instances, to referral for prosecution. Please refer to the disciplinary chart on

page 18 of this publication for a detailed list of possible sanctions. Employees who violate any provision of the drug and alcohol policies may be subject to disciplinary action up to termination. Information regarding drug and alcohol problems, as well as referral services, is available in the Office of Student Support Services and for employees in the Human Resources Office.

Alcohol and Drug Use

Drug and alcohol use, misuse and abuse are complex behaviors with many outcomes at both the cultural and the individual levels. Awareness of the dangerous effects of drug/alcohol use is imperative for an individual's well-being or survival. Negative consequences of drug/alcohol use may be exhibited through physical dependence (the body's learned requirement of a drug for functioning) or psychological dependence (the experiencing of persistent craving for the drug and/or a feeling that the drug/alcohol is a requirement for functioning).

Abuse of any drug/alcohol, whether licit or illicit, may result in marginal to marked, temporary to permanent physical and/or psychological damage, even death. Since many of the illicit drugs are manufactured and sold illegally, their content varies and may contain especially harmful ingredients or amounts. Regardless of the types of drug/alcohol utilized, a perceived need for the continued use is likely to ensue, resulting in dependence. Dependence on drugs and/or alcohol alters the user's psychological functioning. The acquisition of drugs and alcohol becomes the primary focus of the drug-dependent individual and often results in reduced job performance and jeopardized family and other interpersonal relationships. Criminal behavior is frequently the means for financing a drug habit. Behavioral patterns often include violence and assault as the individual becomes increasingly drug/alcohol dependent. Social and psychological alienation and medical problems increase as the abuser becomes entrapped in drug/alcohol dependence.

Drug/alcohol counseling and referrals are available through the Office of Student Support Services and the Counseling Center. You may also view the TSTC Statewide Operating Standard ES 3.05 (Alcohol and Drug Possession and Use) at: www.tstc.edu/governance/es.

Health Risks Associated with Alcohol Abuse

- Increased risk of liver cancer.
- Increased risk of cirrhosis of the liver.
- Increased risk of heart disease.
- Adverse reactions when combined with many medications, including over-the-counter drugs.
- Overdose resulting in respiratory failure.
- Impaired concentration.
- Impaired coordination.
- Risk of permanent nerve damage from long-term abuse.

Health Risks Associated with Marijuana Use

- Lowered sperm counts in men.
- Decreased testosterone levels in men.
- Increased testosterone levels in women.
- Enhanced cancer risk.
- Impaired short-term memory.
- Psychological dependence.

Health Risks Associated with the Use of Cocaine and Crack

- Addiction.
- Heart attack.
- Stroke.
- Respiratory failure.
- Brain seizures.
- Hepatitis or AIDS through sharing needles.
- Decreased ability to combat infections.
- Violent, erratic or paranoid behavior.
- Anxiety, depression.
- Cocaine psychosis.

Health Risks Associated with the Use of Hallucinogens

- Sleeplessness and tremors.
- Convulsions.
- Heart and lung failure.
- Depression, anxiety and paranoia.
- Violent behavior.

Community Resources & Referrals

DePaul Clinic

<http://providence.net/depaul>

The Freeman Center

<https://www.verywell.com/what-can-i-expect-at-a-drug-and-alcohol-rehab-program-67865>

Amnesty for Alcohol and Drug Emergencies

Alcohol poisoning and drug overdose are serious and life threatening medical emergencies. Students may encounter this type of emergency during their time at Texas State Technical College. Sometimes students are afraid to seek emergency medical care when alcohol poisoning or drug overdose is suspected because they do not want to get themselves or others in trouble. In order to encourage students to seek emergency medical care, TSTC has instituted the Student Amnesty for Alcohol and Drug Emergencies.

Amnesty means current TSTC students can avoid formal college disciplinary action and the creation of a formal disciplinary record when they call for help for an alcohol or drug-related medical emergency.

Student Amnesty for Alcohol and Drug Emergencies applies in the case of the following:

- Possession of alcohol or drugs by a minor (minor in possession).
- Unauthorized possession or use of alcohol or drugs on campus.
- Consumption of alcohol by a minor (minor in

- consumption).
- Use of drugs.
- Intoxication as the result of using alcohol (including public intoxication).

Student Rights and Responsibilities office deems students appropriate for amnesty when they are referred for alcohol and drug related incidents.

The Procedure

1. Call 911 when alcohol poisoning or drug overdose is present or suspected.
2. Stay with the person under the influence.
3. Cooperate with all emergency personnel.

After the Incident

1. Student(s) will be referred to the Student Rights and Responsibilities office and will be evaluated for amnesty.

2. Student(s) eligible for amnesty will still be required to participate in an educational component and may be referred for an individual consultation however they will not face formal disciplinary action.
3. Student(s) who decline or fail to attend the educational component or fail to comply will become subject to formal disciplinary action.

There are limitations to this program and inclusion in the program is not automatic.

This program is separate, but in congruence with, the state amnesty policy, Senate Bill 1331 (Texas 911 Lifeline legislation), which provides amnesty against criminal citations for those seeking medical attention as the result of an illegal action, such as minor in consumption or possession of alcohol by a minor. Student Amnesty for Alcohol Emergencies provides protection against formal disciplinary action by the college, whereas the Texas 911 Lifeline legislation provides protection against legal action.

Offense	Minimum Punishment	Maximum Punishment
Manufacture or delivery of controlled substances (drugs)	Confinement in jail for not more than two years or less than 180 days, and a fine not to exceed \$10,000.	Confinement in TDC for life or not more than 99 years nor less than 15 years, and a fine not to exceed \$250,000.
Possession of controlled substances (drugs)	Confinement in jail for a term of not more than 180 days, a fine not to exceed \$2,000, or both.	Confinement in TDC for life or not more than 99 years nor no less than 10 years, and a fine not to exceed \$100,000.
Operation of a Common Carrier under the influence of alcohol or drugs		Imprisonment for up to 15 years and fine not to exceed \$250,000.
Delivery of Marijuana	Confinement in jail for a term of not more than 180 days, a fine not to exceed \$2,000, or both.	Confinement in TDC for life or not more than 99 years nor less than 10 years and a fine not to exceed \$100,000.
Possession of Marijuana	Confinement in jail for a term of not more than 180 days a fine not to exceed \$2,000, or both.	Confinement in TDC for a term of nor more than 99 years, not less than 5 years, and a fine not to exceed \$50,000.
Driving while Intoxicated	Confinement in jail for a term of not more than 180 days, or less than 72 hours, and a fine of not more than \$2,000.	Confinement in TDC for a term of nor more than 20 years nor less than 2 years and a fine not to exceed \$10,000.
Public Intoxication		Fine not to exceed \$500.
Purchase of alcohol by minor	Fine of not less than \$25 or more than \$200.	For subsequent offense, a fine of not less than \$500 or more than \$1,000.
Consumption of alcohol by a minor	Fine of not less than \$25 or more than \$200.	For a subsequent offense, a fine not less than \$500, or more than \$1,000 or jail time not more than one year or both.
Possession of alcohol by a minor	Fine of not less than \$25 or more than \$200.	For a subsequent offense, a fine of not less than \$550 or more than \$1,000.
Sale of alcohol to a minor	Fine of not less than \$100 or more than \$250 nor more than \$1,000 or confinement in jail for not more than one year or both.	For subsequent offense, a fine of not less than \$250 nor more than \$1,000 or confinement in jail for not more than one year.
Manufacture, distribution or dispensation of drugs (includes marijuana)	A term of imprisonment for up to five years and a fine of \$25,000.	A term of life imprisonment without release (no eligibility for parole) and a fine not to exceed \$8,000 (if other than an individual).
Possession of Drugs (includes marijuana)	Imprisonment for up to a year, and a fine of not less than \$1,000.	Imprisonment for not more than 20 years nor less than five years and a fine of not less than \$5,000 plus costs of investigation and prosecution.

You may also view the TSTC Statewide Operating Standard ES 3.23 (Student Rights and Responsibilities) at: www.tstc.edu/governance/es.

Disciplinary Action

Any student violating the drug and alcohol policy or convicted of a criminal drug offense occurring in the workplace is subject to disciplinary action that may include but not be limited to suspension, expulsion and criminal trespass from TSTC campuses. Workplace includes any school premises, any school-owned vehicle or any other school-approved vehicle used to transport students to and from a school-approved activity, event or function, such as a field trip or athletic event where students are under the college's jurisdiction.

Possible Alcohol Sanctions

- Probation.
- Online alcohol education course.
- Community service.
- Workshops.
- Removal from Campus Living facilities.
- Suspension.
- Expulsion.

Possible Drug Sanctions

- Probation.
- Online drug education course.
- Community service.
- Removal from Campus Living facilities.
- Suspension.
- Expulsion.

The TSTC Code of Student Conduct identifies the student's rights and responsibilities and provides students due process for reported infractions of TSTC rules and subjects students to disciplinary sanctions, including either suspension or expulsion from TSTC for violations. As such, the Community Standards Liason has authority to sanction as seen fit for any violation of the Student Code of Conduct involving drugs and alcohol.

Sex Offender Registration

In accordance with the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, institutions of higher education are required to issue a statement advising the campus community where information about registered sex offenders may be obtained. It also requires sex offenders to provide notice to each institution of higher education at which the person is employed, carries a vocation or is a student.

In accordance with state statutes, registered sex offenders must register with the Texas Department of Public Safety (DPS). Information concerning registered State of Texas Sex Offenders can be obtained from the Texas Department of

Public Safety statewide sex offender database. This link is provided by the TSTC Police Department via the Internet at: <https://records.txdps.state.tx.us/SexOffenderRegistry>.

Offenders who are required to register under this statute and are employed, carry on a vocation, volunteer services or are students attending TSTC must register with the TSTC Police Department.

TITLE IX-Sex Offense Policy, Procedures and Programs

TSTC is committed to creating an environment free of harassment and discrimination.

Title IX of the Education Amendments of 1972 and TSTC policy prohibit the discrimination based on gender in its educational programs and activities.

It is the policy of Texas State Technical College to provide and maintain a workplace and an educational environment free of, and protected from, sexual misconduct and discrimination based on gender.

You may also view the TSTC Statewide Operating Standard HR 2.4.15 (Prohibiting Sexual Misconduct and Gender-based Discrimination) at: www.tstc.edu/governance/hr.

Discrimination:

TSTC does not discriminate on the basis of race, color, gender, religion, national origin, age, disability, genetic information or veteran status in its programs and activities and provides equal access to applicants, employees and students.

You may view the TSTC Statewide Operating Standard HR 2.4.15 (Prohibiting Sexual Misconduct and Gender-based Discrimination) at: www.tstc.edu/governance/hr.

Any person (student, faculty, staff or guest) who believes they have been subjected to discriminatory practices based upon gender may discuss their concerns and/or file a complaint with the following Title IX Coordinator:

Statewide

Student Title IX Coordinator
Christine Stuart-Carruthers, PhD
Associate Vice Chancellor Enrollment Management
Email: titleix.student@tstc.edu
Service Support Center
1902 Loop 499
Harlingen, Texas 78550

Employee and Visitor Title IX Coordinator
Edda Urrea
Executive Director, Human Resources
Email: titleix.employee@tstc.edu

Service Support Center
1902 Loop 499
Harlingen, Texas 78550

Abilene Campus

Student Title IX Representative
Forrest McMillan
Vice President of Student Development
forrest.mcmillan@tstc.edu
325-734-3600

Breckenridge Campus

Student Title IX Representative
Debbie Karl
Exec. Director, Instructional Support
dekarl@tstc.edu
254-559-7707

Brownwood Campus

Student Title IX Representative
Lorie Dixon
Accounting Assistant II
lorie.dixon@tstc.edu
325-641-3942

East Williamson County Campus

Student Title IX Representative
Chemese Armstrong
Campus Enrollment Executive
chemese.armstrong@tstc.edu
512-759-5907

Fort Bend County Campus

Georgeann Calzada
Campus Enrollment Executive
georgeann.calzada@tstc.edu
346-239-3422

Harlingen Campus

Student Title IX Representative
Janette Gomez
Community Standards Liaison
Student Services Center Bldg. EK
1902 Loop 499
Harlingen, Texas 78550
956-364-4383

Employee Title IX Representative
Edda Urrea
Human Resources Executive
Service Support Center
1902 Loop 499
Harlingen, Texas 78550
956-364-4041

Marshall Campus

Student Title IX Coordinator
Dusty Collins

Transition Services Coordinator III
2650 East End Boulevard, South
Marshall, Texas 75672
903-923-3313

Employee Title IX Representative
Heather Karl Dean
Human Resources Executive
3801 Campus Drive
Waco, Texas 76705
254-867-2369

North Texas Campus

Student Title IX Representative
Tara Odom
Campus Enrollment Executive
tara.odom@tstc.edu
972-617-4724

Sweetwater Campus

Student Title IX Representative
Griselda Sanchez
Transition Services Coordinator III
griselda.sanchez@tstc.edu
325-235-7311

Waco Campus

Student Title IX Coordinator
Jenny Rowe
Community Standards Liaison
Email: titleix.student@tstc.edu
Student Services Office
3801 Campus Drive
Waco, Texas 76705
254-867-3441

Employee and Visitor Title IX Coordinator
Christine Stuart-Carruthers, PhD
Associate Vice Chancellor Enrollment Management
Email: titleix.employee@tstc.edu
Human Resources
Service Support Center
1902 Loop 499
Harlingen, Texas 78550

Sexual Assault Prevention and Response

The Office of Student Support Services and Student Life and Engagement hold annual classes on Date Rape, Rape Prevention and Self Defense. Information and assistance is available through Student Support Services or Student Life and Engagement.

You may view the TSTC Statewide Operating Standard HR 2.4.15 (Prohibiting Sexual Misconduct and Gender-based Discrimination) at: www.tstc.edu/governance/hr.

Sexual assault (rape) is a nonconsensual sexual act in which

the perpetrator uses force, manipulation or coercion. It is an act of aggression, violence and power. The perpetrator can be a stranger, a relative, an acquaintance or a date. Although rape is usually a crime committed against women, it also happens to men.

Consent means assent in fact, whether express or apparent. Consent relating to sexual contact cannot be given by anyone who is underage, under the influence of alcohol or drugs, or who is otherwise mentally impaired or incapable of giving knowledgeable, informed consent. Consent is only given when verbalized by yes or active, willing participation by both or all parties involved. Not hearing "no" or the absence of resistance is not consent. It is important to understand that consent can be withdrawn at any point, upon which actions must stop.

Victims of sexual assault, or persons who have information regarding a sexual assault, are strongly encouraged to report the incident to the TSTC Police Department immediately. It is the policy of the TSTC Police Department to conduct investigations of all sexual assault complaints with sensitivity, compassion, patience and respect for the victim. Investigations are conducted in accordance with guidelines established by the Texas Penal Code, Code of Criminal Procedure and County District Attorney's Office.

All information and reports of sexual assault are kept strictly confidential. In accordance with the Texas Code of Criminal Procedures, Art. 57, victims may use a pseudonym to protect their identity. A pseudonym is a set of initials or a fictitious name chosen by the victim to be used in all public files and records concerning the sexual assault. The victims of sexual assault are not required to file criminal charges or seek judicial actions through the college disciplinary process. However, victims are encouraged to report the assault in order to provide the victim with physical and emotional assistance.

Information and assistance is available through Student Support Services. If requested, this department will assist the victim in contacting the TSTC Police Department or appropriate law enforcement agency.

If you are the victim of a sexual assault:

Any student who becomes the victim of a sexual assault should report the incident to the TSTC Police Department, the the Student Rights & Responsibilities office, Student Support Services, the Title IX Coordinator, the Office of the Associate Vice Chancellor of Enrollment Management, or any CSA as soon as possible.

Procedures to follow:

- Dial 911.
- Seek medical attention.
- Contact TSTC Police.
- Do not throw away any evidence of the crime.
- Leave the crime scene as it is.
- Do not clean up the crime scene.
- Do not shower or bathe.
- Do not change clothes or wash the clothing.

Medical Services

Medical facilities capable of conducting a sexual assault examination:

Abilene Campus:

Abilene Regional Medical Center
www.abileneregional.com
6250 US Highway 83, # 84
Abilene, Texas 79606
325-695-9900

Hendrick Medical Center
www.hendrickhealth.org
1900 Pine Street
Abilene, Texas 79601
325-670-2000

Breckenridge Campus:

Stephens Memorial Hospital
www.smhtx.com
200 South Geneva Street
Breckenridge, Texas 76424
254-599-2241

Brownwood Campus:

Brownwood Regional Medical Center
www.brmc-cares.com
1501 Burnett Road
Brownwood, Texas 76801
325-646-8541

East Williamson County Campus:

Hope Alliance
1011 Gattis School Rd., Suite 106
Round Rock, Texas 78664
www.hopealliancetxt.org
512-255-1212
24-hour national toll free: 800-460-7233

Safe Place

1515 Grove Blvd.
Austin, Texas 78741
www.safeaustin.org
Local crisis line: 512-267-7233 (SAFE)

Fort Bend County Campus:

OakBend Medical Center
www.oakbendmedcenter.org
1705 Jackson Street
Richmond, Texas 77469
281-341-3000

Harlingen Campus:

Valley Baptist Medical Center
www.valleybaptist.net
2101 Pease Street
Harlingen, Texas 78550
956-389-1100

Harlingen Medical Center
www.harlingenmedicalcenter.com
5501 S. Expressway 77
Harlingen, Texas 78550
956-365-1000

Marshall Campus:

CHRISTUS Good Shepherd Emergency Center - Marshall
www.christushealth.org
811 South Washington Avenue
Marshall, Texas 75670
903-927-6000

North Texas Campus:

Crescent Medical Center Lancaster
cmclancaster.com
2600 West Pleasant Run Road
Lancaster, Texas 75146
972-230-8888

Sweetwater Campus:

Rolling Plains Memorial Hospital
www.rpmh.net
200 East Arizona Avenue
Sweetwater, Texas 79556
325-235-1701

Waco Campus:

Providence Health Care Center
www.providence.net
6901 Medical Parkway
Waco, Texas 76712
254-751-4000

Baylor Scott & White Medical Center – Hillcrest
www.bswhealth.com
100 Hillcrest Medical Blvd.
Waco, Texas 76712
254-202-2000

Williamson County Campus:

Seton Medical Center Williamson
201 Seton Parkway
Round Rock, Texas 78665
512-580-7023

Counseling Services

Students needing counseling services should visit the Student Support Services Office on your campus.

There are additional organizations available in close proximity to some TSTC campuses that provide emotional support and counseling for survivors of sexual assault:

Abilene Campus:

Regional Victim Crisis Center (24 hrs)

<http://regionalvictimcrisiscenter.org>
325-677-7895

Noah Project, Family Violence (24 hrs)
<http://noahproject.org>
800-444-3551

Brownwood Campus:

The Ark (Domestic Violence Shelter)
www.arkshelter.org
325-643-2699
800-313-2699
TTY: 325-641-2670

Heart of Texas Children's Advocacy Center
1305 Early Boulevard
Early, Texas 76802
325-646-7148

Fort Bend County Campus:

Wharton Crisis Center – Outreach
116 E. Burleson Street
Wharton, Texas 77488
979-531-1300

Fort Bend County Women's Center
1002 Wilson Drive
Rosenberg, Texas 77471
281-342-4357

Crisis Hotline 24 hours/7 days a week – 713-228-1505

North Texas Campus:

Women's Resource Center of Ellis
1204 Ferris Avenue Suite E
Waxahachie, Texas 75165
972-938-7900

Sweetwater Campus:

Hope Unlimited
hopehousesweetwater.com
109 W. 3rd Street
Sweetwater, Texas 79556
325-235-1910

West Texas Child Advocacy

<https://www.cactx.org/find-a-local-center/west-texas-childrens-advocacy-center>
325-235-1818

Waco Campus:

Waco Advocacy Center
3312 Hillcrest Dr.
Waco, Texas 76708
www.advocacycntr.org
Local crisis line: 254-752-7233
National toll free: 888-867-7233

Family Abuse Center
1020 Elm St.
Waco, Texas 76704
www.familyabusecenter.org
Local crisis line: 254-772-8999
National toll free: 800-283-8401

Texas and National Resources:

Texas Association Against Sexual Assault (TAASA)
www.taasa.org
512-474-7190

Rape, Abuse, and Incest National Network (RAINN)
www.rainn.org
1-800-656-HOPE (4673) 24/7

National Sexual Assault Hotline
800-656-HOPE (All calls are free and kept anonymous)

Texas Crime Victims' Compensation
www.texasattorneygeneral.gov/cvs/crime-victims-compensation
800-983-9933

Crime Victims' Institute
www.crimevictimsinstitute.org
936-294-3100

IMALIVE
www.imalive.org
800-SUICIDE (800-784-2433)

National Suicide Prevention Lifeline
www.suicidepreventionlifeline.org
800-273-TALK (8255)

Veterans Crisis Line:
www.veteranscrisisline.net
800-273-8255 (when connected, press 1)

National Domestic Violence Hotline
www.thehotline.org
800-799-7233
TTY: 800-787-3224

National Sexual Violence Resource Center
www.nsvrc.org
877-739-3895

Office for Civil Rights
OCR.Dallas@ed.gov
214-661-9600 (Dallas)
TDD: 800-877-8339

Office for Violence Against Women
www.justice.gov/ovw
202-307-6026

NOAH's Project – Victim Advocate:
noahproject.org

800-444-3551

Women's Protective Services
www.wpslubbock.org
800-747-6491

Alleged Victims of Crimes of Violence, Stalking or Sex Offenses

To ensure and maintain a workplace and an educational environment, TSTC does not tolerate and expressly prohibits sexual assault, domestic violence, dating violence and stalking. This practice applies to all members of the TSTC organization, including all employees, students and visitors. This practice and procedure includes incidents occurring on and off campus that would cause a substantial disruption in the learning environment. The procedures also include complaints filed by visitors on TSTC property.

You may view the TSTC Statewide Operating Standard HR 2.4.15 (Prohibiting Sexual Misconduct and Gender-based Discrimination) at: www.tstc.edu/governance/hr.

Procedures for Complaints Made By Students

Any student who becomes the victim of a sexual assault, stalking, domestic violence or dating violence should report the incident to the TSTC Police Department, the Student Rights & Responsibilities office, Student Support Services, the Student Title IX Coordinator or the Office of the Associate Vice Chancellor of Enrollment Management, or any CSA as soon as possible.

1. Students who believe they have been subjected to sexual misconduct or gender discrimination shall report to and consult with the designated Student Title IX Coordinator.
2. Any employee, including resident/community assistants, who has received a report or complaint from a student relating to sexual misconduct or gender discrimination shall immediately notify and refer that student to the designated Student Title IX Coordinator.
3. The complaint may be oral or in writing (utilizing TSTC Grievance/Complaint Form TSTC O-HR-013). After receiving the complaint, the designated Student Title IX Coordinator will initiate an investigation. The investigator will initiate a thorough, prompt and equitable investigation. Immediate interim actions may take place before the investigation is complete if determined to be necessary. This may include an interim suspension, no-contact orders or removal/change from campus housing. When issued, the involved parties will be expected to adhere to the terms of the interim actions. Violations of interim measures will not be tolerated and will be addressed immediately. Students who violate such measures will be subjected to further disciplinary action up to and including suspension and expulsion.
4. The investigator will follow the procedures outlined

in the Code of Student Conduct, which can be found online under "Disciplinary Procedures." The only exception will be the formal review process for both parties that will follow the steps outlined below under "Formal Review Process." If the respondent is found responsible for the accusations, then the proper sanctions will be imposed or mediation when it is acceptable to both parties. In incidents of sexual violence, mediation is never acceptable. If the complainant is found to have made a false accusation, then disciplinary sanctions may be imposed.

5. If the complaint involves actions of an employee at TSTC, the investigator shall immediately notify the designated Employee Title IX Coordinator, who will initiate the employee investigation in accordance with the steps outlined above in "Procedure for Complaints by Employees and Visitors."
6. In all cases, a prompt, fair and impartial investigation and resolution will be afforded.
7. The investigator will report to the Title IX Coordinator for reporting purposes: dates, type of alleged misconduct, result of investigation, actions taken, if there was a formal review, the results and any other pertinent information. The complete investigation documentation will be kept in the proper student disciplinary records for the duration of the record retention length.

Procedure for Complaints By Employees and Visitors

1. An employee or visitor who believes he/she has been subjected to any form of sexual misconduct or gender discrimination shall report to and consult with the designated Employee Title IX Coordinator.
2. Any employee who has received a report or complaint from an employee or visitor relating to sexual misconduct or gender discrimination shall immediately notify the designated Employee Title IX Coordinator.
3. The designated Employee Title IX Coordinator shall, without delay, initiate an investigation consisting of meeting with all of the parties and witnesses involved. The meetings shall be private and confidential. The investigator may discuss the complaint or incidence with the appropriate administrators. Interim measures may be deemed necessary by the Title IX Coordinator or appropriate administrator for a complete investigation that could include interim separation from the college or no-contact orders until a finding is completed.
4. The investigator will evaluate the findings of the investigation and shall look at the entire incident or circumstances in totality. The investigator shall consider such things as the nature of the sexual advances or conduct and the context in which the alleged incident(s) occurred and determine if a violation or discrimination has occurred.
5. The investigator shall make a written report with findings and shall discuss those findings with the appropriate administrator. The investigator operates on

the basis of "Preponderance of the Evidence."

6. The report shall not contain any recommendations of punishment. The report may contain a finding of no sexual misconduct or gender discrimination. In the event that there were not witnesses and the complainant and accused disagree on the facts of the event, the finding may reflect that a determination could not be made.
7. The appropriate administrator shall take proper action. When deciding what action is proper for this case, he/she may consider the findings of the investigator, information obtained from his/her own investigation or other pertinent information relating to the employee. Any disciplinary action shall be conducted according to the current TSTC disciplinary policy and procedure. The administrator may consult and discuss the case with the complainant, the respondent and Human Resources.
8. The investigation report with findings and the decision of the appropriate administrator shall be forwarded to the designated Employee Title IX Coordinator. Any disciplinary action taken shall become part of the employee's personnel record. The report will include written notice to the parties of the outcome of the complaint and assurance that the college will take steps to prevent the recurrence of any discrimination or misconduct and to correct its effects on the complainant and others, if appropriate.
9. The designated Employee Title IX Coordinator shall continue to monitor the circumstances surrounding the complaint to ensure the conduct is remedied. In the event that the behavior has not been corrected, additional disciplinary action, up to and including termination, will be taken.

Formal Review Process

A request for a formal review can be submitted in writing to the proper Title IX Coordinator by either the respondent or complainant within three (3) business days of receipt of the notice of the outcome. The proper Title IX Coordinator will arrange a review panel of three (3) TSTC employees who are appointed to serve as the sounding board in this review. The college will convene this Review Board in a timely manner, usually within five (5) business days, but in certain situations it may take longer. Both parties will be notified in advance of the date, time and location of the review and the panelists. They will be afforded an opportunity to object to any review member of the panel. This assures that the Title IX requirement to afford both parties a fair, impartial and objective review is met with unbiased decision-makers.

Continued communication with both parties will continue during this process. Within two business days prior to the date of the review, a list of witnesses and all documentation must be submitted to the proper Title IX Coordinator by both parties. The objective of the Review Panel is to assess the findings and sanctions imposed. They may not impose more severe penalties. Because these proceedings are not designed to be a legal or judicial hearing, the Review Panel

operates on the basis of "Preponderance of the Evidence." The decision will be made by majority vote. If a student or employee brings an attorney for the review, they must provide sufficient notice of at least two (2) days for TSTC to have its own attorney present as well. The attorney will only serve in an advisory role and not be permitted to ask questions, present evidence or argue before the Review Board. The presence of an attorney may cause a delay in process. If an attorney refuses to follow these requirements, the Review Board may remove him or her. All reviews will be closed.

It is important to preserve any evidence that exists. Do not throw away any evidence of the crime and do not clean up the crime scene. Leave the crime scene as it is. Evidence collected at the crime scene may assist in proving that the alleged offense occurred, or it may be helpful in obtaining a protective order and aid in prosecution.

The TSTC Campus Police Department will seek Protective Orders and Conditions of Bonds on behalf of the victims at their request. Victims may receive assistance from campus authorities in notifying law enforcement if they choose. Victims may also decline to notify law enforcement at all.

TSTC will, upon written request, disclose to the alleged victim of sexual assault, domestic violence, dating violence or stalking the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, TSTC will provide the results of the disciplinary hearing to the victim's next of kin, if requested.

Confidentiality

Privacy of individuals and confidentiality of information given will be maintained to the extent permitted by law throughout all phases of these procedures. TSTC strongly supports a complainant's interest in confidentiality in cases involving sexual assault, stalking, and domestic violence or dating violence. The college's Annual Security Report will not include identifying information of any victims. The college will also keep confidential any accommodations or protective measures provided to the victim where the confidentiality does not impede the accommodation or measure.

The college will try to honor this request except when the safety of the campus community is at risk. All employees, including Resident/Community Assistants (RAs/CAs), are considered responsible employees and have the duty to report sexual misconduct to the proper Title IX Coordinator and must report the name of the person disclosing the sexual misconduct, the alleged perpetrator and all relevant facts regarding the incident, including date, time and location.

Employees exempt from reporting to the Title IX Coordinator include counselors and nurses acting in their responsible job duties such as counseling and medical

consultations, respectively. Counselors and nurses DO NOT have to report to the Title IX Coordinator and can remain totally confidential. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion in the annual crime statistics.

This does not change a victim's decision to decline to notify law enforcement. In cases involving minors, state mandatory laws may require disclosure. Steps to ensure the complainant's protection will be taken.

Disciplinary Procedures for Students

As per TSTC Statewide Operating Standard ES 3.23 (Student Rights and Responsibilities), the Discipline Officer will assess all suspected and reported violations of the Student Code of Conduct. The Discipline Officer will initiate a Disciplinary Investigation regarding the reported violation, as deemed appropriate, in all circumstances. Disciplinary Investigations will be conducted in a prompt, fair and impartial manner by officials trained annually on issues related to crimes of violence, stalking and sexual offenses and on how to protect the victim's safety and promote accountability. Complaints regarding alleged misconduct should be submitted to Student Rights and Responsibilities as soon as possible after the alleged violation.

The college will take steps to ensure the continued safety of victims. These steps may include but are not limited to no-contact, restraining and protective orders to include interim suspension or withdrawal of accused and changes to living arrangements, class schedule or transportation.

The following process will occur after the receipt of a disciplinary complaint and will be conducted in a timely manner. The Discipline Officer will operate on the basis of "Preponderance of the Evidence," which is defined as the majority of the evidence which would cause a reasonable person to make a conclusion. The Discipline Officer will attempt to reach a final determination within 14 days of the date the complaint was received.

After completing an initial inquiry, the Discipline Officer may:

- Dismiss the allegations as unfounded.
- Summon the student for a conference.
- Upon completion of the conference dismiss the allegations or impose disciplinary sanctions.
- Impose immediate interim action if the continued presence of the student poses a danger to persons or property, or disruption of the academic process of the college.

Notice of Complaint

- Deliver a notice summarizing the alleged misconduct either by mail, hand delivery or electronic means. All students are responsible for maintaining a current physical mailing address with the college and must be

aware that if documents are sent electronically, the student's official TSTC email address will be used.

- Give notification of a date by which the student has to complete the conference; if not completed, the student automatically waives his/her right to a conference and the Discipline Officer will make a decision based solely on the information at hand.

Notice of Disciplinary Findings

- If it is determined that the greater weight of evidence or preponderance of evidence indicates that a student engaged in a violation of the code, the Discipline Officer will deliver a Notice of Disciplinary Findings.
- A Notice of Disciplinary Findings will also include information regarding the review process.
- This notice will inform the student of the findings, any sanctions and/or restrictions imposed, and the student's right to a review, if applicable.

Sanctions for Misconduct

- Admonition — oral or written reprimand.
- Discretionary Sanctions — work assignments, service to the college, etc.
- Disciplinary Probation — indicates that the student has engaged in unacceptable behavior and that further violation may result in more severe action. Additional conditions may be imposed such as counseling, educational seminars/courses, etc.
- Withholding of grades, official transcript, certificate of completion, or degree.
- Suspension of Rights and Privileges — including but not limited to participation in intramurals/recreation center, extracurricular activities, election to office, restrictive building/area access, housing or visitation privileges, etc.
- Remove or bar from college housing facilities.
- Administratively withdrawn from a course or courses.
- Bar Against Readmission — for a specific period of time, and/or drop from current enrollment or drop from enrollment in one or more courses.
- Restitution — reimbursement for damages to or misappropriation of property either monetarily or by specific duties.
- Failing grade or other academic penalty.
- Denial of Degree — this will become part of the student's permanent record.
- Revocation of a degree, grade or certification — this will become part of the student's permanent record.
- Suspension — removal from the college for a specified period of time. A suspended student will be administratively withdrawn from TSTC, prohibited from entering college premises and blocked from future registration until reviewed by the Discipline

Officer. This sanction will become part of the student's permanent record and may be removed at the completion of the sanction at the student's request.

- Expulsion — permanent removal from the college. An expelled student will be administratively withdrawn from TSTC and prohibited from entering college premises. This will become part of the student's permanent record.
- Other penalties as seen fit by the appropriate college administrator.

Review Process (Appeal)

Only sanctions that include restrictions, loss of privileges, withholding/revocation of grades or degrees, suspension or expulsion may be appealed for review by the Student Conduct Review Board (Board). All Title IX cases will follow the Sexual Misconduct Policy and the Title IX Review Board process.

Student Conduct Review Board

A student has three (3) working days to request a review to the Review Administrator. The student will be notified within five (5) working days of the time, date and location of the review by the Review Administrator; any delays due to extenuating circumstances will be documented and all parties will be notified accordingly.

At least two (2) working days prior to the hearing, a list of witnesses and documentation must be turned in to the Review Administrator. The Discipline Officer will present the college's case, followed by the student's presentation. Each party will have the opportunity to present testimony and evidence in support of their position. The Board will be allowed to question both parties and request additional information or clarification.

Review procedures will be confidential and closed to the public.

The Student Conduct Review Board consists of five (5) members of the campus community: chairperson (who also serves as the Review Administrator), three (3) faculty/staff and two (2) students. Designated students selected to serve on the Board must be currently enrolled and must be in good disciplinary standing.

The Chairperson will direct proceedings of the review and participate fully in all reviews and participate fully to include voting. The objective of the Board is to review the findings and sanctions originally imposed by the Discipline Officer. They may not impose more severe penalties.

The decision will be made by majority vote. All votes will be recorded by secret ballot, tabulated by the Chair. The findings and conclusions of the Board are final and the Chairperson will have three (3) working days to provide written results of the review to all involved.

Amnesty for Victims of Sexual Misconduct (Title IX/VAWA)

The TSTC community encourages students to report

violations involving sexual misconduct which includes sexual harassment, sexual assault, dating violence and stalking. Sometimes victims are hesitant to report to College officials because they fear that they themselves may be charged with policy violations. TSTC will not pursue disciplinary action against students (complainants or witnesses) for disclosure of personal consumption of alcohol or other drugs (underage or illegal) where the disclosure is made in connection with a good faith report or investigation of prohibited conduct and the personal consumption did not place the health or safety of any other person at risk.

General Rules

Reviews are informal proceedings and traditional rules of the courtroom evidence do not apply, but the Discipline Officer must show substantial evidence and that the sanction imposed was reasonable based on the circumstances.

An advisor or support person may be present for the review, but may not make statements, represent the accused or question witnesses. If a student intends to be accompanied by an attorney for the review, the attorney will not be permitted to present evidence or argument before the Board. The college reserves the right to counsel in the event it is deemed necessary. The time frame for scheduling a review may be extended if the college has to retain counsel.

Accuser and accused are entitled to the same opportunities to have others present during a disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The college may not limit the choice of advisor but may limit the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties. When the institutional disciplinary proceeding is the result of an alleged offense of sexual assault, domestic violence, dating violence or stalking, the accuser and accused will be simultaneously informed, in writing, of the outcome of: the proceeding, the procedures to appeal the result to the Student Conduct Review Board or the Title IX Review Board, any subsequent changes to the result, and when the result is final.

Disciplinary Procedures for Employees

As per TSTC Statewide Operating Standard HR 2.4.1 (Employee Corrective Action), the Corrective Action Process should ensure that employees are informed of exactly what behavior needs to be corrected, inform employees of the measures they must take to correct the behavior, and give employees adequate opportunity to correct the behavior. Employees will be asked to sign the Record of Conversation and/or Notice at each step of the Corrective Action Process. The employees' signature is to acknowledge that the Corrective Action Step occurred. Refusal to sign may result in termination.

Step One: Record of Conversation:

The immediate supervisor of the employee will meet

with the employee and inform him or her of the specific behavior that is unacceptable. The behavior will be clearly identified and a time by which the situation must be corrected is set. A written record of this conversation should be signed by the employee and forwarded to Human Resources to be placed in the employee's personnel file. Please contact Human Resources for the Record of Conversation form.

Step Two: Final Written Notice:

The same procedure as the Record of Conversation will be followed. The Final Written Notice must specify that the consequences of failure to correct the behavior will be termination of employment. Please contact Human Resources for the Final Written Notice form.

In conjunction with issuing an employee a Final Written Notice, a supervisor also may grant an employee a one-day paid Decision-Making Leave of Absence in order to impress upon the employee the seriousness of his/her situation. A Decision-Making Leave of Absence must be documented in the Final Written Notice and approved by Human Resources. Employees will be permitted only one Decision-Making Leave of Absence during their employment with TSTC. If an employee is granted a one-day paid Decision-Making Leave of Absence, then the employee must return to work with a written plan for changing their behavior. Immediately upon return from a Decision-Making Leave of Absence and prior to beginning work on the day of return, the employee shall meet with the supervisor for review and approval of the employee's written plan for changing his/her behavior. Failure to report for the return meeting or failure by the employee to provide a written plan for review will result in the employee being terminated.

An employee who does not correct his or her behavior after the above steps will be terminated if the behavior continues. If six months has elapsed since the employee received corrective action, the Corrective Action Process begins at Step One (Record of Conversation).

Acceleration of the Corrective Action Process to Termination

The corrective action process may be accelerated and an employee may be terminated for a single occurrence or violation of TSTC policy without having been previously warned. Once campus administration has approved, supervisors should suspend the employee pending a complete investigation of the situation before terminating the employee. The investigation shall be performed by the TSTC Department of Human Resources. Any termination of this nature must be reviewed with the Vice Chancellor or his or her designee in conjunction with campus administration prior to the termination.

When the supervisor feels an employee should be terminated immediately, the supervisor should:

1. Immediately inform campus administration and Human Resources of the circumstances.

2. Advise the employee that he or she is suspended.
3. Request that the employee immediately leave the premises.

Alternative Corrective Action Measures — Demotion and Suspension without Pay

In consultation with the Vice Chancellor or designated executives, demotion and/or suspension without pay may also be used at any point in the Corrective Action Process. Suspension without pay may not exceed five working days as a corrective action measure.

Probationary Employees

Any new or transferred non-faculty employee will be in his/her probationary period for the first 180 days of his/her employment. Members of faculty remain in their probationary status for 12 working months after hire. If corrective action needs to be taken during the probationary period, the employee will be issued a Final Written Notice that clearly states any additional occurrence of unacceptable behavior within the probationary period will result in termination. The new employee will be asked to sign the document indicating that he/she has read the notice. Any written notice issued during the probationary period will become a Record of Conversation upon completion of the probationary period.

Appeal of Corrective Action

If an employee wishes to appeal any corrective action or termination for employment, the appeal must be made in accordance with the provisions of SOS HR.2.4.14 Conflict Resolution – Complaint and Grievance.

Sanctions for Violations

Violators of any criminal offense, including sexual assault, shall be dealt with in accordance with the disciplinary process as outlined in the TSTC Catalog and Handbook, Code of Student Conduct, and TSTC Statewide Operating Standards. Sanctions following an appropriate disciplinary procedure may include but not be limited to suspension or expulsion from the college or termination of employment. Disciplinary procedures shall proceed regardless of possible or pending criminal actions.

Written Notifications

TSTC will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community. In addition, the Title IX Coordinator will provide written notification to victims about options for, available assistance in and how to request changes to academic, living, transportation, working situations and protective measures. Written notification on procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault or stalking will be provided. This information will be provided regardless of

whether the victim chooses to report the crime to Campus Police or local law enforcement.

In the event that a student or employee reports to the institution that they have been a victim of dating violence, domestic violence, sexual assault or stalking, regardless of whether the offence occurred on or off campus, the institution will provide the student or employee a written explanation of their rights and options.

Safe and Positive Option for Bystander Intervention

Bystander Intervention is a philosophy and strategy for safe and positive options that may be carried out by an individual or individuals to prevent harm or to intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Options include but are not limited to:

- Stopping any above actions by verbal statement or immediately reporting to an authority figure (instructor, employee, police).
- Involving friends, of either party, to get involved to separate the parties in the situation.
- Distracting the parties involved from the behavior that is occurring.
- Recognizing situations of potential harm.
- Understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.

Information on Risk Reduction

Texas State Technical College encourages students to reduce their risk of being involved in dating violence, domestic violence, and sexual assault and stalking by:

- Educating themselves on the realities of dating violence, domestic violence, sexual assault and/or stalking.
- Standing up and speaking out for their personal safety and sexual well-being.
- Understanding that drinking or drug use impairs one's judgment, be it theirs or those they are with.
- Understanding that only yes means yes, no means no, and a lack of yes or no also equals no.
- Communicate with your partner what is okay and what is not regarding your body. Never assume they will know how you feel about it if you do not talk about it.
- Leave/remove yourself from situations where you are feeling uncomfortable, pressured or coerced into sexual activity. This may mean creating an excuse to leave.
- When going out, it is best not to do so alone. A buddy system is a great way to look out for each other. Communicate with other about where you are going and when you intend to return. Also communicate if you are concerned about someone's safety.

Texas State Technical College's Prevention and Awareness Education

Texas State Technical College provides primary prevention and awareness education to incoming students and new employees. Information that clearly defines sexual assault, dating violence, domestic violence, stalking and consent in this jurisdiction is presented within New Student and New Employee orientations. Options for notifying law enforcement and campus authorities, procedures for institutional disciplinary action and conduct proceedings, and information for on-campus and community resources are also provided.

The college also provides ongoing campaigns and training for students and employees to promote awareness and prevention of sexual assault, dating violence, domestic violence and stalking. The same information included in the institution's primary prevention and awareness programs is incorporated into ongoing prevention and awareness campaigns. Some of the college's campaigns for the 2017–2018 academic year are listed below:

- **New Student Orientation:** A comprehensive program that occurs on each campus during the first week of each academic semester. The program entails a slide presentation on the Violence Against Women Act (VAWA) and Sexual Harassment, Assault and Rape Prevention (SHARP) training, Compact with Texans training, Student Code of Conduct, introduction to the TSTC Title IX Booklet, and the respective TSTC policies related to those topics presented by a TSTC Title IX representative.
- **New Employee Orientation:** A comprehensive program that occurs on each campus during the first week of the month whenever there's a newly hired employee. The program entails a slide presentation by a TSTC HR representative on Title IX, Violence Against Women Act (VAWA) and Sexual Harassment, Assault and Rape Prevention (SHARP) training, and the respective TSTC policies related to those topics.
- **Violence Against Women Act (VAWA) and Sexual Harassment, Assault and Rape Prevention (SHARP) Training** for TSTC employees will be a slide presentation offered annually to each TSTC employee via an online program (Moodle) on TSTC's Portal website.
- **Campus Security Authority (CSA) Training** will be provided in person to designated CSAs throughout the year and a slide presentation offered via an online program (Moodle) on TSTC's Portal.
- **Title IX & VAWA Booth:** An exhibit table with VAWA & Title IX pamphlets will be set up during campus-sponsored special events such as health fairs, wellness expos, National Night Out, It's On Us, Bridge the Gap, and other awareness campaigns; the booth will be operated by a TSTC Title IX representative.

Clery Act Offense Definitions

Murder and Non-negligent Manslaughter: the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

Sex Offenses: Any sexual act directed against another person: forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent; or where the act is prohibited by law. There are four types of offenses:

Rape (except statutory rape): The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth). This offense includes the forcible rape of both males and females.

Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity. Forcible fondling includes "indecent liberties" and "child molesting."

Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent. If force was used or threatened, or the victim was incapable of giving consent because of his/her youth, or temporary or permanent mental impairment, the offense should be classified as forcible rape, not statutory rape.

Consent: Is defined in the Texas Penal Code, Section 1.07(11) as assent in fact, whether express or apparent. Without consent is also defined in the Texas Penal Code section 22.011(b) within the definition of sexual assault (see below). A person must be 17 years of age or older to be able to consent to sexual activity in the state of Texas.

Sexual Assault: Is defined in the Texas Penal Code, Section 22.011 as follows.

- (A) A person commits an offense if the person:
- (1) intentionally or knowingly:
 - (a) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
 - (b) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or
 - (c) causes the sexual organ of another person, without that person's consent, to contact or

- penetrate the mouth, anus, or sexual organ of another person, including the actor; or
- (2) intentionally or knowingly:
 - (a) causes the penetration of the anus or sexual organ of a child by any means;
 - (b) causes the penetration of the mouth of a child by the sexual organ of the actor;
 - (c) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
 - (d) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or
 - (e) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.
- (B) A sexual assault under Subsection (a)(1) is without the consent of the other person if:
- (1) the actor compels the other person to submit or participate by the use of physical force or violence;
 - (2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat;
 - (3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
 - (4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
 - (5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
 - (6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
 - (7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
 - (8) the actor is a public servant who coerces the other person to submit or participate;
 - (9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
 - (10) the actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser; or
 - (11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code.
- (C) In this section:
- (1) "Child" means a person younger than 17 years of age.
 - (2) "Spouse" means a person who is legally married to another.
 - (3) "Health care services provider" means:
 - (a) a physician licensed under Subtitle B, Title 3, Occupations Code;
 - (b) a chiropractor licensed under Chapter 201, Occupations Code;
 - (c) a physical therapist licensed under Chapter 453, Occupations Code;
 - (d) a physician assistant licensed under Chapter 204, Occupations Code; or
 - (e) a registered nurse, a vocational nurse, or an advanced practice nurse licensed under Chapter 301, Occupations Code.
 - (4) "Mental health services provider" means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including a:
 - (a) licensed social worker as defined by Section 505.002, Occupations Code;
 - (b) chemical dependency counselor as defined by Section 504.001, Occupations Code;
 - (c) licensed professional counselor as defined by Section 503.002, Occupations Code;
 - (d) licensed marriage and family therapist as defined by Section 502.002, Occupations Code;
 - (e) member of the clergy;
 - (f) psychologist offering psychological services as defined by Section 501.003, Occupations Code; or
 - (g) special officer for mental health assignment certified under Section 1701.404, Occupations Code.
 - (5) "Employee of a facility" means a person who is an employee of a facility defined by Section 250.001, Health and Safety Code, or any other person who provides services for a facility for compensation, including a contract laborer.

- (D) It is a defense to prosecution under Subsection (a)(2) that the conduct consisted of medical care for the child and did not include any contact between the anus or sexual organ of the child and the mouth, anus, or sexual organ of the actor or a third party.
- (E) It is an affirmative defense to prosecution under Subsection (a)(2):
 - (1) that the actor was the spouse of the child at the time of the offense; or
 - (2) that:
 - (a) the actor was not more than three years older than the victim and at the time of the offense:
 - (i) was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or
 - (ii) was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable conviction or adjudication for an offense under this section; and
 - (b) the victim:
 - (i) was a child of 14 years of age or older; and
 - (ii) was not a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.
- (F) An offense under this section is a felony of the second degree, except that an offense under this section is a felony of the first degree if the victim was a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.

Family Violence: Is defined by the Texas Family Code, Section 71.004 as follows.

- (A) an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;
- (B) abuse, as that term is defined by Sections 261.001(1)(C), (E), (G), (H), (I), (J), and (K), by a member of a family or household toward a child of the family or household; or
- (C) dating violence, as that term is defined by Section 71.0021.

Dating Violence: Is defined in the Texas Family Code, Section 71.0021 as follows.

- (A) "Dating violence" means an act, other than a defensive

measure to protect oneself, by an actor that:

- (1) is committed against a victim or applicant for a protective order:
 - (a) with whom the actor has or has had a dating relationship; or
 - (b) because of the victim's or applicant's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
 - (2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim or applicant in fear of imminent physical harm, bodily injury, assault or sexual assault.
- (B) For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
- (1) the length of the relationship;
 - (2) the nature of the relationship; and
 - (3) the frequency and type of interaction between the persons involved in the relationship.
- (C) A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (B).

Stalking: Is defined in the Texas Penal Code, Section 42.072 as follows.

- (A) A person commits an offense if the person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that:
 - (1) constitutes an offense under Section 42.07, or that the actor knows or reasonably should know the other person will regard as threatening:
 - (a) bodily injury or death for the other person;
 - (b) bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or
 - (c) that an offense will be committed against the other person's property;
 - (2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed or offended; and
 - (3) would cause a reasonable person to:
 - (a) fear bodily injury or death for himself or

herself;

- (b) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
- (c) fear that an offense will be committed against the person's property; or
- (d) feel harassed, annoyed, alarmed, abused, tormented, embarrassed or offended.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Burglary: The unlawful entry of a structure to commit a felony or a theft. The UCR classifies offenses locally known as Burglary (any degree); unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts at these offenses as Burglary.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crimes: Any of the aforementioned offenses, vandalism, larceny and any other crime involving bodily injury reported to local police agencies or to a Campus Security Authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias.

Categories of bias are:

Race. A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes and/or hair; facial features; etc.) genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).

Gender. A preformed negative opinion or attitude toward a group of persons because those persons are male or female. Gender bias is also a Clery Act-specific term not found in the FBI's Hate Crime Data Collection Guidelines.

Religion. A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).

Sexual Orientation. A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to,

members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).

Ethnicity. A preformed negative opinion or attitude toward a group of people whose members identify with each other through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.

National Origin. A preformed negative opinion or attitude toward a person or group of persons because that person or those persons (or their ancestors) are from a certain place or belong to a particular national origin group.

Disability. A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Gender Identity. A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender nonconforming individuals. A person's gender identity is their internal sense of being male, female or a combination of both; that internal sense of a person's gender may be different from the person's gender as determined at birth.

Liquor Law Violations: The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Drug Law Violations: The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use; the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance.

Weapons Law Violations: The violation of laws or ordinances prohibiting the manufacture sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

Unfounded Offenses: If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded." Only sworn law enforcement personnel may "unfound" a crime. The reporting of unfounded offenses did not begin until the 2015 Annual Security Report.

Geographic Definitions

On Campus

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and

Any building or property that is within or reasonably contiguous to paragraph one (1) of this definition that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or other retail vendor).

Non-Campus Building or Property

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or

Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property

All public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Crime Statistics and Policy

The TSTC Police Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternate sites. Campus crime, arrest and referral statistics include those reported to the TSTC Police Department, designated campus officials and local law enforcement agencies.

You may view the TSTC Statewide Operating Standard ES 3.10 (Student Right-to-Know, and Campus Security Act and Annual Fire Safety) at: tstc.edu/governance/es.

Each year an email notification is made to all enrolled students and employees. Prospective employees may obtain a copy from the Human Resources office. A digital copy of this report may be downloaded from tstc.edu/about/cleryreportcrimestatistics.

Annual Security Data Report

Abilene Campus

Crimes Reported For Offense Type	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide															
Murder/Non-Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	0	0	0				0	0	0	0	0	0	0	0	0
Fondling	0	0	0				0	0	0	0	0	0	0	0	0
Incest	0	0	0				0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0				0	0	0	0	0	0	0	0	0
General Offenses															
Robbery	0	0	0				0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0				0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0				0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Perpetrator	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Victim	0	0	0				0	0	0	0	0	0	0	0	0
Burglary	0	0	0				0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	0	0				0	0	0	0	0	0	1	0	0
Arson	0	0	0				0	0	0	0	0	0	0	0	0
Liquor Law Violations															
Arrest	0	0	0	No student housing available			0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Drug Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Weapon Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Total	1	0	0				0	0	0	0	0	0	1	0	0
"Unfounded" Crimes	0	0	0				0	0	0	0	0	0	0	0	0
Hate Crimes															
Race	0	0	0				0	0	0	0	0	0	0	0	0
Gender	0	0	0				0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0				0	0	0	0	0	0	0	0	0
Religion	0	0	0				0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0				0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0				0	0	0	0	0	0	0	0	0
National Origin	0	0	0				0	0	0	0	0	0	0	0	0
Disability	0	0	0				0	0	0	0	0	0	0	0	0
Total	0	0	0				0	0	0	0	0	0	0	0	0

Breckenridge Campus

Crimes Reported For Offense Type	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide															
Murder/Non-Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	0	0	0				0	0	0	0	0	0	0	0	0
Fondling	0	0	0				0	0	0	0	0	0	0	0	0
Incest	0	0	0				0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0				0	0	0	0	0	0	0	0	0
General Offenses															
Robbery	0	0	0				0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0				0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0				0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Perpetrator	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Victim	0	0	0				0	0	0	0	0	0	0	0	0
Burglary	0	0	0				0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0				0	0	0	0	0	0	0	0	0
Arson	0	0	0				0	0	0	0	0	0	0	0	0
Liquor Law Violations															
Arrest	0	0	0	No student housing available			0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Drug Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Weapon Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Total	0	0	0				0	0	0	0	0	0	0	0	0
"Unfounded" Crimes															
Hate Crimes															
Race	0	0	0				0	0	0	0	0	0	0	0	0
Gender	0	0	0				0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0				0	0	0	0	0	0	0	0	0
Religion	0	0	0				0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0				0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0				0	0	0	0	0	0	0	0	0
National Origin	0	0	0				0	0	0	0	0	0	0	0	0
Disability	0	0	0				0	0	0	0	0	0	0	0	0
Total	0	0	0				0	0	0	0	0	0	0	0	0

Brownwood Campus

Crimes Reported For Offense Type	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide															
Murder/Non-Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	0	0	0				0	0	0	0	0	0	0	0	0
Fondling	0	0	0				0	0	0	0	0	0	0	0	0
Incest	0	0	0				0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0				0	0	0	0	0	0	0	0	0
General Offenses															
Robbery	0	0	0				0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0				0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0				0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Perpetrator	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Victim	0	0	0				0	0	0	0	0	0	0	0	0
Burglary	0	0	0				0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0				0	0	0	0	0	0	0	0	0
Arson	0	0	0				0	0	0	0	0	0	0	0	0
Liquor Law Violations															
Arrest	0	0	0	No student housing available			0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Drug Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Weapon Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Total	0	0	0				0	0	0	0	0	0	0	0	0
"Unfounded" Crimes															
Hate Crimes															
Race	0	0	0				0	0	0	0	0	0	0	0	0
Gender	0	0	0				0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0				0	0	0	0	0	0	0	0	0
Religion	0	0	0				0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0				0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0				0	0	0	0	0	0	0	0	0
National Origin	0	0	0				0	0	0	0	0	0	0	0	0
Disability	0	0	0				0	0	0	0	0	0	0	0	0
Total	0	0	0				0	0	0	0	0	0	0	0	0

East Williamson County Campus

Crimes Reported For Offense Type	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide															
Murder/Non-Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	0	0	0				0	0	0	0	0	0	0	0	0
Fondling	0	0	0				0	0	0	0	0	0	0	0	0
Incest	0	0	0				0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0				0	0	0	0	0	0	0	0	0
General Offenses															
Robbery	0	0	0				0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0				0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0				0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Perpetrator	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Victim	0	0	0				0	0	0	0	0	0	0	0	0
Burglary	0	0	0				0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0				0	0	0	0	0	0	0	0	0
Arson	0	0	0				0	0	0	0	0	0	0	0	0
Liquor Law Violations															
Arrest	0	0	0	No student housing available			0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Drug Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Weapon Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Total	0	0	0				0	0	0	0	0	0	0	0	0
"Unfounded" Crimes	0	0	0				0	0	0	0	0	0	0	0	0
Hate Crimes															
Race	0	0	0				0	0	0	0	0	0	0	0	0
Gender	0	0	0				0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0				0	0	0	0	0	0	0	0	0
Religion	0	0	0				0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0				0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0				0	0	0	0	0	0	0	0	0
National Origin	0	0	0				0	0	0	0	0	0	0	0	0
Disability	0	0	0				0	0	0	0	0	0	0	0	0
Total	0	0	0				0	0	0	0	0	0	0	0	0

Fort Bend County Campus

Crimes Reported For Offense Type	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide															
Murder/Non-Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	0	0	0				0	0	0	0	0	0	0	0	0
Fondling	0	0	0				0	0	0	0	0	0	0	0	0
Incest	0	0	0				0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0				0	0	0	0	0	0	0	0	0
General Offenses															
Robbery	0	0	0				0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0				0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0				0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Perpetrator	0	0	0				0	0	0	0	0	0	0	0	0
Stalking: Victim	0	0	0				0	0	0	0	0	0	0	0	0
Burglary	0	0	0				0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0				0	0	0	0	0	0	0	0	0
Arson	0	0	0				0	0	0	0	0	0	0	0	0
Liquor Law Violations															
Arrest	0	0	0	No student housing available			0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Drug Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Weapon Law Violations															
Arrest	0	0	0				0	0	0	0	0	0	0	0	0
Referral	0	0	0				0	0	0	0	0	0	0	0	0
Total	0	0	0				0	0	0	0	0	0	0	0	0
"Unfounded" Crimes	0	0	0				0	0	0	0	0	0	0	0	0
Hate Crimes															
Race	0	0	0				0	0	0	0	0	0	0	0	0
Gender	0	0	0				0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0				0	0	0	0	0	0	0	0	0
Religion	0	0	0				0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0				0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0				0	0	0	0	0	0	0	0	0
National Origin	0	0	0				0	0	0	0	0	0	0	0	0
Disability	0	0	0				0	0	0	0	0	0	0	0	0
Total	0	0	0				0	0	0	0	0	0	0	0	0

Harlingen Campus (Crimes reported in the residential column are a subset of the On Campus category and are included in the On Campus column.)

Crimes Reported For Offense Type	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide															
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Offenses															
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	1	1	2	1	1	2	0	0	0	0	0	0	1	1	2
Dating Violence	3	3	5	0	1	1	0	0	0	0	0	0	3	3	5
Stalking: Perpetrator	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking: Victim	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	1	0	0	0	0	0	0	0	0	0	0	1	1	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations															
Arrest	2	2	2	2	1	0	0	0	0	0	0	0	2	2	2
Referral	3	3	3	3	3	3	0	0	0	0	0	0	3	3	3
Drug Law Violations															
Arrest	20	26	16	14	14	7	0	0	0	1	3	1	21	29	17
Referral	0	1	2	0	1	1	0	0	0	0	0	0	0	1	2
Weapon Law Violations															
Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	31	38	30	21	22	14	0	0	0	1	3	1	32	41	31
"Unfounded" Crimes	0	2	0	0	0	0	0	0	0	0	0	0	0	2	0
Hate Crimes															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	2	0	0	0	0	0	0	0	0	0	0	0	2	0

Marshall Campus (Crimes reported in the residential column are a subset of the On Campus category and are included in the On Campus column.)

Crimes Reported For	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Offense Type															
Criminal Homicide															
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Offenses															
Robbery	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking: Perpetrator	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking: Victim	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	3	4	0	3	4	0	0	0	0	0	0	0	3	4	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations															
Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral	5	0	11	5	0	11	0	0	0	0	0	0	5	0	11
Drug Law Violations															
Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral	5	4	6	5	2	6	0	0	0	0	0	0	5	4	6
Weapon Law Violations															
Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	13	9	18	13	7	18	0	0	0	0	0	0	13	9	18
"Unfounded" Crimes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

North Texas Campus

Crimes Reported For	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total			
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	
Criminal Homicide																
Murder/Non-Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	0	0	0				0	0	0	0	0	0	0	0	0	
Sex Offenses																
Rape	0	0	0				0	0	0	0	0	0	0	0	0	
Fondling	0	0	0				0	0	0	0	0	0	0	0	0	
Incest	0	0	0				0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0				0	0	0	0	0	0	0	0	0	
General Offenses																
Robbery	0	0	0				0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0				0	0	0	0	0	0	0	0	0	
Domestic Violence	0	0	0				0	0	0	0	0	0	0	0	0	
Dating Violence	0	0	0				0	0	0	0	0	0	0	0	0	
Stalking: Perpetrator	0	0	0				0	0	0	0	0	0	0	0	0	
Stalking: Victim	0	0	0				0	0	0	0	0	0	0	0	0	
Burglary	0	0	0				0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	0	0	0				0	0	0	0	0	0	0	0	2	
Arson	0	0	0				0	0	0	0	0	0	0	0	0	
Liquor Law Violations																
Arrest	0	0	0	No student housing available			0	0	0	0	0	0	0	0	0	
Referral	0	0	0				0	0	0	0	0	0	0	0	0	
Drug Law Violations																
Arrest	0	0	0					0	0	0	4	4	0	4	4	
Referral	0	0	0					0	0	0	0	0	0	0	0	
Weapon Law Violations																
Arrest	0	0	0					0	0	0	0	1	0	0	1	
Referral	0	0	0					0	0	0	0	0	0	0	0	
Total	0	0	0					0	0	0	0	4	5	0	4	5
"Unfounded" Crimes	0	0	0					0	0	0	0	0	0	0	0	0
Hate Crimes																
Race	0	0	0				0	0	0	0	0	0	0	0	0	
Gender	0	0	0				0	0	0	0	0	0	0	0	0	
Gender Identity	0	0	0				0	0	0	0	0	0	0	0	0	
Religion	0	0	0				0	0	0	0	0	0	0	0	0	
Sexual Orientation	0	0	0				0	0	0	0	0	0	0	0	0	
Ethnicity	0	0	0				0	0	0	0	0	0	0	0	0	
National Origin	0	0	0				0	0	0	0	0	0	0	0	0	
Disability	0	0	0				0	0	0	0	0	0	0	0	0	
Total	0	0	0				0	0	0	0	0	0	0	0	0	

Sweetwater Campus (Crimes reported in the residential column are a subset of the On Campus category and are included in the On Campus column.)

Crimes Reported For Offense Type	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide															
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Offenses															
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking: Perpetrator	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking: Victim	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1
Burglary	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations															
Arrest	1	2	6	1	2	6	0	0	0	0	0	0	1	2	6
Referral	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations															
Arrest	1	2	2	1	2	2	0	0	0	0	0	0	1	2	2
Referral	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1
Weapon Law Violations															
Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	2	4	11	2	4	11	0	0	0	0	0	0	2	4	11
"Unfounded" Crimes	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0
Hate Crimes															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	2	0	0	2	0	0	0	0	0	0	0	0	2	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	3	1	0	3	1	0	0	0	0	0	0	0	3	1	0

Waco Campus (Crimes reported in the residential column are a subset of the On Campus category and are included in the On Campus column.)

Crimes Reported For Offense Type	On Campus Non-Residential			On Campus Residential			Non-Campus Building or Property			Public Property			Total		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide															
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses															
Rape	1	8	3	1	8	3	0	0	0	0	0	0	1	8	3
Fondling	2	0	1	2	0	1	0	0	0	0	0	0	2	0	1
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0
General Offenses															
Robbery	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0
Aggravated Assault	1	2	0	1	2	0	0	0	0	0	0	0	1	2	0
Domestic Violence	9	5	9	9	5	9	0	0	0	0	0	0	9	5	9
Dating Violence	0	1	1	0	1	1	0	0	0	0	0	0	0	1	1
Stalking: Perpetrator	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking: Victim	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	20	16	13	20	12	10	0	0	0	0	0	0	20	16	13
Motor Vehicle Theft	1	0	2	1	0	0	0	0	0	0	0	0	1	0	2
Arson	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0
Liquor Law Violations															
Arrest	9	9	11	9	9	11	0	0	0	0	0	0	9	9	11
Referral	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0
Drug Law Violations															
Arrest	9	5	12	7	3	12	0	0	0	0	0	0	9	5	12
Referral	1	1	1	1	1	1	0	0	0	0	0	0	1	1	1
Weapon Law Violations															
Arrest	2	0	0	1	0	0	0	0	0	0	0	0	2	0	0
Referral	0	0		0	0		0	0		0	0		0	0	0
Total	56	50	54	53	44	49	0	0	0	0	0	0	56	51	54
"Unfounded" Crimes	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1
Hate Crimes															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1

Fire Report

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Fire Safety



In accordance with the guidelines established by TSTC, and pursuant to Federal Law 34 CFR 668.49(b), all students, employees and prospective students are entitled to request and receive a copy of the Annual Campus Fire Safety Report, which is part of the comprehensive "Annual Security and Fire Safety Report" for TSTC.

You may view the TSTC Statewide Operating Standard ES 3.10 (Student Right-to-Know, and Campus Security Act and Annual Fire Safety) at: www.tstc.edu/governance/es.

The report contains statistics about the number of fires in campus housing facilities, the cause of each fire, the number of injuries and deaths, and the value of property damaged. The report also includes a description of fire systems, the number of fire drills, evacuation procedures, education and training programs, future plans for fire safety improvements, and the institution's policies on appliances, smoking, open flames and other potential hazards.

All employees and students enrolled at TSTC will receive notification via email with the exact website for the "Annual Campus Security and Fire Safety" report. Additional notices will be posted in common areas of campus buildings that are frequented by employees, students and campus visitors.

A copy of this report may be obtained in person from the TSTC Police Department or through the following website: www.tstc.edu/about/clery.

You may also request a copy be sent to you by contacting the TSTC Police Department.

Introduction

The Campus Fire Safety and Right-to-Know Act became federal law with the passage of the Higher Education Opportunity Act of 2008. The law requires colleges and universities that maintain campus housing facilities to compile an annual fire safety report that gives students, parents and the public current information about fires in campus housing. Colleges are also required to maintain a fire log that captures specific information about fires that occur in campus housing. The log is required to include the date, time and specific cause of fire, as well as the number of injuries, the number of deaths and the value of property damage associated with the fire.

Pursuant to section 485(i) of the Higher Education Opportunity Act, otherwise known as the Campus Fire Safety Right-to-Know Act, it is the practice of Texas State Technical College to conduct fire exit drills on a regular basis with direct supervision of the Texas State Technical College Campus Living and Safety Officers. Fire drills shall be held with sufficient frequency to familiarize all occupants with the appropriate evacuation procedures.

Fire Drills

Responsibilities of the planning and conducting of fire drills shall be assigned to the Director of Campus Living, who will coordinate directly with the Coordinator of Campus Living, Resident Assistants, Physical Plant, Campus Police and the campus Safety Coordinator. Campus housing fire drills will include the following elements:

1. Emphasis on orderly evacuation under proper discipline rather than on speed.
2. Suitable procedures to ensure that all persons subject to the drills participate.
3. Drills shall be held at unexpected times and under varying conditions to simulate the unusual conditions that occur in the case of fire.

A floor diagram reflecting the actual floor arrangement, exit locations and room identification shall be posted on the inside front door of each housing unit. Emergency instructions shall be provided to the residents of each living unit on a semester basis that indicate the location of alarms, egress paths and actions to be taken, both in response to a fire in the living unit and in response to the sounding of an alarm system. The Office of Campus Living is responsible for planning all fire drills in campus housing, for keeping persons in place, and for evacuating persons to areas of refuge and from the building when necessary.

Resident Assistants will be informed of the individual housing unit of a resident with special needs who may require special assistance. All residents shall be trained in the proper actions to be taken in the event of fire. This training shall include actions to be taken if the primary escape route is blocked. Residents shall be trained to assist each other in case of fire to the extent that their physical abilities permit them to do so without additional personal risk. All Resident Assistants shall be periodically instructed and kept informed with respect to their duties and responsibilities.

Fire drills shall be conducted at least once a semester with a minimum of one drill conducted after the hour of 5 p.m. every year. The drills shall involve the actual evacuation of all residents to an assembly point as specified in the emergency plan and shall provide residents with experience in egression through all exits and means of escape. Fire extinguishers and smoke detectors shall be inspected on a monthly basis during routine Health and Safety Inspections. The Office of Campus Living may utilize **Have an Exit Strategy (HAES)** materials provided by the State Fire Marshal's Office to educate college students on fire safety, escape planning and lifesaving procedures (www.haveanexitstrategy.com). During the 2014 calendar year the Office of Campus Living conducted three fire drills in all residence facilities.

Fire Safety Inspections

Fire safety equipment will be inspected on a monthly basis during routine Health and Safety Inspections. Residents who have tampered with, disabled or removed the power source of fire safety equipment will be subject to disciplinary action.

Prohibited Items in Campus Housing

Campus policies for students who reside in campus housing prohibit the following items: barbeque grills or pits, fireworks, electrical or gas space heaters, candles, incense or devices with open flames, flammable liquids, fuel, overloaded electrical outlets or extension cords, and halogen lights.

Emergency Evacuation Plan

Resident duties and responsibilities:

1. Do not panic, stay calm and act in an orderly manner.
2. Notify all residents in the housing unit of the presence of smoke or fire.
3. If smoke is advancing from the vents, evacuate the building. Again, notify all parties in the units to evacuate.
4. If a small fire is discovered, obtain a fire extinguisher.
5. Point nozzles toward the base of the fire and compress handle.
6. If fire fails to extinguish, place extinguisher on the ground.
7. Call 911 (if phone is available).
8. Proceed to the front door (primary evacuation route).
9. If thick smoke is present, crawl as close to the floor as possible.
10. Close all doors behind you.
11. After exiting the housing unit, notify all remaining housing units; contact the Resident Assistant as soon as possible.
12. Proceed to the designated area of refuge.

Resident Assistant duties and responsibilities:

1. Remain calm and assertive
2. Call 911 if necessary.
3. Call Campus Police and Campus Living.
4. Remind everyone on location of the designated area of refuge.
5. Repeat instructions to individuals who seem to be confused.
6. Notify/evacuate all remaining housing units.
7. Help residents with special disabilities.
8. Advance to the designated area of refuge.
9. When Campus Police arrive, inform officer of residents not accounted for.
10. Inform groups to stay assembled until further instructed.

Failure to evacuate a building during a fire alarm can cause harm to the individual as well as fire safety personnel if a rescue is needed. A student's failure to evacuate will result in campus disciplinary action, which could result in suspension or expulsion.

Refer to the emergency contact numbers on page 4 of this ASR to call and report a fire that is occurring or has occurred on a TSTC campus.

Campus Housing Fire Safety Systems

Abilene Campus: No Student Housing Facilities

Breckenridge Campus: No Student Housing Facilities

Brownwood Campus: No Student Housing Facilities

East Williamson County Campus: No Student Housing Facilities

Fort Bend County Campus: No Student Housing Facilities

North Texas Campus: No Student Housing Facilities

Harlingen Campus:

Facility	Monitored Fire Alarm System	Battery-Powered Smoke Detectors	Audible Alarms	Strobe Alert	Smoke Detection Devices	Pull Station	Fire Doors	Fire Extinguishers
Oak Tree Dorms	0	0	0	0	✓	0	0	✓
Palo Blanco Dorms	0	0	0	0	✓	0	0	✓
Las Palmas Dorms	✓	✓	✓	✓	✓	✓	0	✓

Marshall Campus:

Facility	Monitored Fire Alarm System	Battery-Powered Smoke Detectors	Audible Alarms	Strobe Alert	Smoke Detection Devices	Pull Station	Fire Doors	Fire Extinguishers
A Building	0	0	0	0	✓	0	0	✓
B Building	0	0	0	0	✓	0	0	✓
C Building	0	0	0	0	✓	0	0	✓
D Building	0	0	✓	✓	✓	0	0	✓
E Building	0	0	✓	✓	✓	0	0	✓
F Building	0	0	✓	✓	✓	0	0	✓
G Building	0	0	✓	0	✓	0	0	✓
H Building	0	0	✓	0	✓	0	0	✓

Sweetwater Campus:

Facility	Monitored Fire Alarm System	Battery-Powered Smoke Detectors	Audible Alarms	Strobe Alert	Smoke Detection Devices	Pull Station	Fire Doors	Fire Extinguishers
WASP Apartments	0	✓	0	0	✓	0	0	✓
Rolling Plains Apartments	0	✓	0	0	✓	0	0	✓
Avenger Apartments	0	✓	0	0	✓	0	0	✓
Cedar Lodge	0	0	✓	✓	✓	✓	0	✓
Pecan Lodge	0	0	✓	✓	✓	✓	0	✓
Mesquite Lodge	0	0	✓	✓	✓	✓	0	✓
Oak Lodge	0	0	✓	✓	✓	✓	0	✓

Waco Campus:

Facility	Monitored Fire Alarm System	Battery-Powered Smoke Detectors	Audible Alarms	Strobe Alert	Smoke Detection Devices	Pull Station	Fire Doors	Fire Extinguishers
Lavaca Hall	✓	0	✓	✓	✓	✓	✓	✓
Red River Apartments	0	✓	✓	0	✓	0	0	✓
Brazos Community	0	✓	✓	0	✓	0	0	0
Village Oaks Apartments	✓	✓	✓	0	✓	0	0	✓

Fire Safety Reports

Abilene Campus: No Student Housing Facilities

Breckenridge Campus: No Student Housing Facilities

Brownwood Campus: No Student Housing Facilities

East Williamson County Campus: No Student Housing Facilities

Fort Bend County Campus: No Student Housing Facilities

North Texas Campus: No Student Housing Facilities

Harlingen Campus:

2018						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
Oak Tree Dorms	0	0	N/A	N/A	N/A	N/A
Palo Blanco Dorms	0	0	N/A	N/A	N/A	N/A
Las Palmas Dorms	0	0	N/A	N/A	N/A	N/A

2017						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
Oak Tree Dorms	1	1	Cardboard box placed on stove top burner	0	0	None
Palo Blanco Dorms	1	1	Plastic container used in oven	0	0	None
Las Palmas Dorms	0	0	N/A	N/A	N/A	N/A

2016						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
Oak Tree Dorms	0	0	N/A	N/A	N/A	N/A
Palo Blanco Dorms	0	0	N/A	N/A	N/A	N/A
Las Palmas Dorms	0	0	N/A	N/A	N/A	N/A

Marshall Campus:

2018						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
A Building	0	0	N/A	N/A	N/A	N/A
B Building	0	0	N/A	N/A	N/A	N/A
C Building	0	0	N/A	N/A	N/A	N/A
D Building	0	0	N/A	N/A	N/A	N/A
E Building	0	0	N/A	N/A	N/A	N/A
F Building	0	0	N/A	N/A	N/A	N/A
G Building	0	0	N/A	N/A	N/A	N/A
H Building	0	0	N/A	N/A	N/A	N/A

2017						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
A Building	0	0	N/A	N/A	N/A	N/A
B Building	0	0	N/A	N/A	N/A	N/A
C Building	0	0	N/A	N/A	N/A	N/A
D Building	0	0	N/A	N/A	N/A	N/A
E Building	0	0	N/A	N/A	N/A	N/A
F Building	0	0	N/A	N/A	N/A	N/A
G Building	0	0	N/A	N/A	N/A	N/A
H Building	0	0	N/A	N/A	N/A	N/A

2017						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
A Building	0	0	N/A	N/A	N/A	N/A
B Building	0	0	N/A	N/A	N/A	N/A
C Building	1	1	Unattended cooking oil	0	0	\$500
D Building	0	0	N/A	N/A	N/A	N/A
E Building	0	0	N/A	N/A	N/A	N/A
F Building	0	0	N/A	N/A	N/A	N/A
G Building	0	0	N/A	N/A	N/A	N/A
H Building	0	0	N/A	N/A	N/A	N/A

Sweetwater Campus:

2018						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
WASP Apartments	0	0	N/A	N/A	N/A	N/A
Rolling Plains Apartments	0	0	N/A	N/A	N/A	N/A
Avenger Apartments	0	0	N/A	N/A	N/A	N/A
Bluebonnet Inn	1	1	Unknown	0	0	\$1,700,000
Cedar Lodge	0	0	N/A	N/A	N/A	N/A
Pecan Lodge	0	0	N/A	N/A	N/A	N/A
Mesquite Lodge	0	0	N/A	N/A	N/A	N/A

2017						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
WASP Apartments	0	0	N/A	N/A	N/A	N/A
Rolling Plains Apartments	0	0	N/A	N/A	N/A	N/A
Avenger Apartments	0	0	N/A	N/A	N/A	N/A
Bluebonnet Inn	0	0	N/A	N/A	N/A	N/A
Cedar Lodge	0	0	N/A	N/A	N/A	N/A
Pecan Lodge	0	0	N/A	N/A	N/A	N/A
Mesquite Lodge	0	0	N/A	N/A	N/A	N/A

2016						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
WASP Apartments	0	0	N/A	N/A	N/A	N/A
Rolling Plains Apartments	0	0	N/A	N/A	N/A	N/A
Avenger Apartments	0	0	N/A	N/A	N/A	N/A
Bluebonnet Inn	0	0	N/A	N/A	N/A	N/A
Cedar Lodge	0	0	N/A	N/A	N/A	N/A
Pecan Lodge	0	0	N/A	N/A	N/A	N/A
Mesquite Lodge	0	0	N/A	N/A	N/A	N/A

Waco Campus:

2018						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
Red River Apartments	0	0	N/A	N/A	N/A	N/A
Village Oaks	1	1	Accidental - food caught fire inside oven	0	0	\$100-\$999
Lavaca Hall Dormitory	0	0	N/A	N/A	N/A	N/A
Brazos Community	2	1	Accidental - discarded, lit cigarette			\$0-\$100
		2	Accidental - lightning strike	0	0	\$0-\$100

2017						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
Red River Apartments	0	0	N/A	N/A	N/A	N/A
Village Oaks	1	1	Intentional - stovetop	0	0	\$100-\$999
Lavaca Hall Dormitory	0	0	N/A	N/A	N/A	N/A
Brazos Community	2	1	Accidental - stovetop	0	0	\$1,000-\$9,999
		2	Accidental - stovetop	0	0	\$1,000-\$9,999

2016						
Facility	Total Fires	Fire Number	Cause of Fire	Injuries Requiring Medical Treatment	Deaths	Value of Loss
Red River Apartments	0	0	N/A	N/A	N/A	N/A
Village Oaks Apartments	0	0	N/A	N/A	N/A	N/A
Lavaca Hall Dormitory	0	0	N/A	N/A	N/A	N/A
Brazos Community	0	0	N/A	N/A	N/A	N/A

The full text of this report can be located on our police website at www.tstc.edu/about/clery.



Texas State Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award Associate of Applied Science degrees and Certificates of Completion. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of TSTC.

Equal opportunity shall be afforded within Texas State Technical College to all employees and applicants for admission or employment regardless of race, color, gender, religion, national origin, age, disability, genetic information or veteran status. TSTC complies with the Texas Equal Opportunity Plan. For more information, contact Forrest McMillan at forrest.mcmillan@tstc.edu.

This document is available in an alternative format by contacting the Student Support Services Office.